

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
OCTOBER 15, 2015
6:30 PM**

The Coudersport Borough Authority held their regular monthly meeting on Thursday, October 15, 2015 at the Maintenance Facility on Damascus Street.

Marty Fry called the meeting to order at 6:30 pm

ROLL CALL

Present at the meeting were members Andy Dubots, Marty Fry and Bill Krog. Also present at the meeting were John Segursky, Gareth Gockley, Beverly Morris, and Holly Hyde.

Nomination for Secretary/Treasurer

It was motioned by Bill Krog, seconded by Marty Fry to authorize Andy Dubots as the Secretary/Treasurer and authorizes him to sign on all accounts, until the next reorganizational meeting. Roll call taken Bill Krog Yes, Marty Fry Yes, and Andy Dubots abstained.

APPROVAL OF MINUTES

It was motioned by Bill Krog, seconded by Andy Dubots to approve the September 17, 2015 meeting minutes. Motion carried by voice vote.

TREASURER'S REPORT

We are 70% through the year and have used 65% of the budget.

It was motioned by Andy Dubots, seconded by Bill Krog to approve the Treasurer's Report as presented. Roll call taken Bill Krog Yes, Andy Dubots Yes, and Marty Fry Yes. 3 Yes and 0 No.

MANAGERS REPORT

JKLM test results were discussed.

Discussion on installing another meter at Charles Cole Memorial Hospital.

Jeff Carts apologizes about not being able to be at this month's meeting. He has been battling blood clots since his hip surgery. Solicitor Stenhach recommends waiting to give some additional time before bidding out the timber.

FIRE COMPANY

There was discussion on having a meter pit installed for the Fire Company. This will allow us to track the water usage. Manager Morris will ask Chief Brian Phelps to be present at 6pm on November 19, 2015 meeting for a workshop.

It was discussed about billing the Fire Company for the use of water to fill a pool. Authority stated not to bill at this time. There needs to be some rules and regulation's set up and this can be done through a resolution.

Trailer for the Water Authority

Wolf \$7995

Fabian \$4799

Appalachian Trailers \$4599

It was motioned by Andy Dubots, seconded by Bill Krog to approve the purchase of a trailer from Appalachian Trailers in the amount of \$4599. Roll call taken Andy Dubots Yes, Bill Krog Yes, and Marty Fry Yes.

It was motioned by Andy Dubots, seconded by Bill Krog to put the old trailer up for bid. Motion carried by voice vote.

So far no interest in an Authority member.

SOLICITORS REPORT

Solicitor Stenhach assisted with the press release in regards to the JKLM well drilling matter.

BILLS

It was motioned by Andy Dubots, seconded by Bill Krog to pay Calliari Meholick & Company for the annual audit in the amount of \$5,198.47. Roll call taken Andy Dubots Yes, Bill Krog Yes, and Marty Fry Yes. Manager Morris will also send them a letter stating we would like to see a copy at least a month earlier next year. This will give the members a chance to review before they approve it.

It was motioned by Andy Dubots, seconded by Bill Krog to pay the recording secretary \$85 (\$65 for the meeting and 2hrs prep time). Roll call taken Andy Dubots Yes, Bill Krog Yes, and Marty Fry Yes.

It was motioned by Andy Dubots, seconded by Bill Krog to have the appropriate officials sign the papers. Motion passed by voice vote.

ENGINEERS

I. Requisition No. 10-15:

- A. The requisition total is as shown in the Requisition Summary table below.

Requisition Summary					
Item Number	Payee Name & Address	Invoice Number	Invoice Date	Purpose Obligation Incurred	Amount to be Paid
1	Uni-Tec Consulting Engineers, Inc.	1000035520	10/7/2015	Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000035523	10/7/2015	JLKM Contamination Response	\$ 236.25
3	Uni-Tec Consulting Engineers, Inc.	1000035524	10/7/2015	SCADA System Upgrades	\$ 135.00
4	Uni-Tec Consulting Engineers, Inc.	1000035525	10/7/2015	Main Street SR0006 Relocation	\$ 3,039.50
5	Uni-Tec Consulting Engineers, Inc.	1000035526	10/7/2015	Leal Detection Program Support	\$ 3,283.75
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 6,869.50

It was motioned by Bill Krog, seconded by Andy Dubots to approve Requisition No. 10-15 in the amount of \$6,869.50. Roll call taken Andy Dubots Yes, Bill Krog Yes, and Marty Fry Yes.

II. Seventh Street Water Main Replacement Project (CDBG Funded)

Uni-Tec Project Number 0012-104-000

No change since the July 2015 Board meeting. We are now waiting a County decision which may come later this year.

III. PENNDOT Main Street SR0006 Relocation Project (CFA Part)

Uni-Tec Project Number 0012-089-002

A. Commonwealth Financing Authority (CFA) Grant Portion of Relocation

Uni-Tec Project Number 0012-089-002

The contractor (Masters Excavating) has completed all of the work. The remaining activity is to obtain the final closeout documents from the contractor, agree on a final price, and make final payment to the contractor. I have spoken with Steven Masters and he is not happy that some of his change order requests have been denied by Uni-Tec. I am preparing a follow up letter giving additional explanation for Uni-Tec's position. Then he will have an opportunity to respond.

IV. PENNDOT Main Street SR0006 Relocation Project (PENNDOT Part)

Uni-Tec Project Number 0012-089-000

No change since the August 2015 Board meeting. The project remains in a "wait and see" mode for the Authority. We continue to work on items as PENNDOT requests. There has been a number of relatively minor revisions and changes that PENNDOT has requested. Some of this has been to bring the new PENNDOT project manager up to speed on the project.

V. Acquisition of Charles Cole Memorial Hospital as a Customer

Uni-Tec Project Number 0012-022-000

No change since the September Board meeting. Uni-Tec has been authorized to complete a cost examination and comparison for CCMH. This analysis will be presented at the November 2015 Board meeting.

VI. Water Sales to Gas Drillers

Uni-Tec Project Number 0012-066-000

We are still working to determine the sources of the unaccounted for water. The Board has authorized setting up and initiating the leak detection work. The L/B Water visit was scheduled but due to a communication mix up by me (Pat Ward) we have had to reschedule this meeting. We are waiting for a new date from L/B Water.

VII. Gas Driller JKLM Water Contamination

Uni-Tec Project Number 0012-066-001

The Board is likely aware of the groundwater contamination caused by JKLM. CBA took appropriate measures by shutting down East Wells 1 & 2 thereby avoiding any risk of contamination to the drinking water in the system. CBA was then able to shift production to the North Spring and North Wells 1, 2, & 3. CBA can operate in this mode long term if necessary. The North water supplies are isolated from the East system and are not at risk of contamination from this event. Currently there has not been any evidence of the contaminants reaching as far as the East wells (which remain off). Monitoring will continue until safety of the East Wells is assured.

We will continue to monitor and test the East well water quality. Return to service after Staff and Engineer Agree to do so.

VIII. SCADA System Maintenance

Uni-Tec Project Number 0012-084-000

Schneider Electric is revising its new equipment and programming proposal to reduce the effort and cost. We will review when it is in hand.

Unrelated to the above Gareth did have a computer software failure that required Schneider to come to the site to repair. The problem has been fixed and the system is working again.

RECOMMENDED BOARD ACTION: Discuss proposal and act on a going forward plan once the revised proposal is received.

IX. Leak Detection Program

Uni-Tec Project Number 0012-103-000

See item VI.

OLD BUSSINESS

June Howard had a leak under her trailer, this has been fixed and water readings are back to the normal. She is asking for a \$274.86 adjustment on the billing.

Penny Lampmann was here at the September meeting and was asking for a break in the water bill do to a blow off valve on her hot water tank. She is disabled and was not able to get to the basement. The adjustment on her billing is \$253.65.

It was motioned by Andy Dubots, seconded by Marty Fry to approve the adjustments of \$274.86 for June Howard and \$253.65 for Penny Lampmann. Roll call taken Andy Dubots Yes, Bill Krog abstained, and Marty Fry Yes.

Megan Wilttrout was at the September meeting and stated she had a toilet that had been leaking when she moved in to her mother's place on Borie St. She was asking for an adjustment for her water bill was over \$1000. It was motioned by Andy Dubots, seconded by Marty Fry to adjust the bill \$500 and allow her to make payments with no penalties until caught up.

Surveys will be sent out with the September / October 2015 billings. The 2014 billing error payments will also be added to the accounts that have not been paid. All account holders have been notified by mail that it will start with the September/ October 2015 billing. All larger amounts are set up under a 6 month payment plan.

NEW BUSSINESS

Next year's budget to be approved at the November meeting.

The 2015 PMAA Conference is set for October 26, 2015 in State College, PA

Member ship dues are scheduled

Region Five Fall dinner meeting will be held on November 4, 2015 in Williamsport, PA

Adjournment 7:52 pm

Respectfully submitted,

Holly Hyde

Recording Secretary