

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
NOVEMBER 20, 2018
6:31 pm**

The Coudersport Borough Authority held its regular monthly meeting on Tuesday, November 20, 2018 at the Coudersport Borough Maintenance Facility on Damascus Street.

Chairman Marty Fry called the meeting to order at 6:31 pm.

ROLL CALL

Present were members Marty Fry, Mark Peet, Wayne Wentzel, and Bill Krog. Also present were Manager Bev Morris, Solicitor Stenhach, Gareth Gockley, Brenda Whitman, and Holly Hyde.

APPROVAL OF MINUTES

It was motioned by Bill Krog, seconded by Mark Peet to approve the minutes of October 18, 2018 as presented. Roll call vote taken: Mark Peet Yes, Bill Krog Yes, Wayne Wentzel Yes, and Marty Fry Yes
Motion carried 4 Yes 0 No

SOLICITOR REPORT

Nothing to report

Executive Session called at 6:35 pm to discuss potential litigation

Executive Session ended at 6:45 pm with no decisions reached

TREASURERS REPORT

We are 83% through the year and have used 70% of the budget

It was motioned by Mark Peet, seconded by Bill Krog, to approve the Treasure's Report as presented. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Bill Krog Yes, and Marty Fry Yes. Motion carried 4 Yes 0 No

MANAGER'S REPORT

Timber Sale for 28 acres through Jeff Carts.

It was motioned by Bill Krog, Seconded by Wayne Wentzel to approve Jeff Carts to put the timber out for bid on the Authorities 28 acres of timber. Roll call vote taken: Mark Peet Yes, Bill Krog Yes, Wayne Wentzel Yes, and Marty Fry Yes Motion carried 4 Yes 0 No

There will be a water audit and leak detection starting in January 2019.

ENGINEERS REPORT

I. Requisition for Approval:

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

Requisition No. 11-18 Summary					
Item Number	Payee Name & Address	Invoice Number	Invoice Date	Purpose Obligation Incurred	Amount to be Paid
1	Uni-Tec Consulting Engineers, Inc.	1000041783	11/7/2018	Authority Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000041785	11/7/2018	Main Street SR0006 Relocation	\$ 980.00
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 1,155.00

It was motioned by Bill Krog, seconded by Wayne Hathaway to approve Requisition No. 11-18 in the amount of \$1,155.00. Roll call vote taken: Mark Peet Yes, Bill Krog Yes, Wayne Wentzel Yes, and Marty Fry Yes Motion carried 4 Yes 0 No

II. Water Rates Changes Evaluation

Uni-Tec Project No. 0012-017-008

The Board adopted the budget during the October 2018 meeting. There has not been a decision made on changing the rates and charges. The total 5-year capital budget projection is \$2,715,000.00.

III. North Well Appraisal

Uni-Tec Project Number 0012-110-000

There has been no change since the October 2018 meeting.

The estimated project cost to replace the North Spring with two wells is approximately \$4,000,000.00.

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

Uni-Tec Project Number 0012-089-000

During the August 2018 meeting, the Board authorized Uni-Tec to work with Bev in preparing the reimbursement request to PennDOT. The reimbursement request is complete and will be presented at the November board meeting.

Water Sales to Gas Drillers – Leak Detection

Uni-Tec Project Number 0012-066-000

The work plan for conducting leak detection on the mains and service laterals throughout the distribution system has been approved by the PA DEP PES Program. At the conclusion of the study, Uni-Tec will prepare a final report detailing the leak detection and any additional system recommendations. Bev will give an update on this work.

V. Hospital Metering

Uni-Tec Project Number 0012-022-000

No change since the September 2018 Board meeting.

UPMC is interested in discussing the possibility of purchasing water from CBA. However, there are internal logistics they would like to resolve first before meeting to discuss any possible contracts. UPMC is not promising a contract, but they are interested in meeting to discuss terms in the future.

Uni-Tec will contact UPMC prior to the December Board Meeting regarding their interest in water service.

VI. Cleaning North Well No. 1

Uni-Tec Project No. 0012-070-000

Gareth will give an update on this work.

VII. Rick Angood Water Main Extension

Uni-Tec Project No. TBD

Mr. Rick Angood approached the Board regarding a water main extension on Route 6 past the intersection that leads to the Wastewater Treatment Plant. Pat is contacting Mr. Angood and will update the Board at the meeting.

VIII. North Main Street Water Main Relocation

Uni-Tec Project No. 0012-111-000

The CFA Funds for this project were not awarded. However, the board is considering moving forward with the project, or a portion thereof, utilizing their own funds.

The first step of the project is for the Solicitor to search Marlin Moore's Deed for right of way and any verbage relating to the Deed owner receiving free water for the main located in the basement.

Once we know more regarding the Deed, we can continue with further discussion related to the project.

BILLS

There is a bill for the Recording Secretary in the amount of \$85, \$65 for October 18th meeting and 2 hour of prep time. It was motioned by Mark Peet, seconded by Wayne Wentzel to approve the payment of \$85 to the recording secretary. Roll call vote taken: Mark Peet Yes, Bill Krog Yes, Wayne Wentzel Yes, and Marty Fry Yes Motion carried 4 Yes 0 No

ADJOURNMENT

Adjournment at 6:57 PM

Respectfully Submitted by,

Holly Hyde