

**COUDERSPORT BOROUGH AUTHORITY  
REGULAR MONTHLY MEETING  
OCTOBER 18, 2018  
6:30 pm**

The Coudersport Borough Authority held its regular monthly meeting on Thursday, October 18, 2018 at the Coudersport Borough Maintenance Facility on Damascus Street.

Chairman Marty Fry called the meeting to order at 6:32 pm.

**ROLL CALL**

Present were members Marty Fry, Mark Peet, Chris Ianson, Wayne Wentzel, and Bill Krog. Also present were Manager Bev Morris, Gareth Gockley, Stephen Nehez, and Holly Hyde.

**VISITORS REQUESTS AND COMMENTS**

Stephen Nehez stated he purchased the commercial building at 504 South East St and uses it as storage and wants to know why he has to pay for the water usage if only using a small amount. Marty Fry stated that there is a minimum fee for water service from 0 to 2,000 gallons of water and if use more it would increase by the amount used.

**APPROVAL OF MINUTES**

It was motioned by Mark Peet, seconded by Chris Ianson to approve the minutes of September 20, 2018 as presented. Roll call vote taken: Mark Peet Yes, Chris Ianson Yes, Bill Krog Yes, Wayne Wentzel Yes, and Marty Fry abstained Motion carried 4 Yes 0 No 1 abstained

**SOLICITOR REPORT**

No Solicitor Present

**TREASURERS REPORT**

We are 75% through the year and have used 64% of the budget

It was motioned by Bill Krog, seconded by Chris Ianson to approve the Treasure's Report as presented. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog Yes, and Marty Fry Yes. Motion carried 5 Yes 0 No

2019 Proposed budget

It was motioned by Bill Krog, seconded by Mark Peet to approve the 2019 proposed budget as presented. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog Yes, and Marty Fry Yes. Motion carried 5 Yes 0 No

## MANAGER'S REPORT

Flushing is going well and should be done next week.

We are progressing with the leak detection plan. It was motioned by Wayne Wentzel, seconded by Mark Peet to accept the work plan provided by the DEP under the CEP as presented at no cost to the Authority. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog Yes, and Marty Fry Yes. Motion carried 5 Yes 0 No

Jeff Carts believes the timber price will be coming back up. Manager Morris said the Borough would be contacting him to do some bidding for them if the Board would like to have him get pricing for the next meeting.

The Borough employees will be hosting a Spaghetti Dinner benefit and Chinese auction for Walter Carpenter on October 28, 2018 from 12-4pm at the Coudersport American Legion. If you would like to donate anything for the auction please bring it to the Borough office.

## ENGINEERS REPORT

### I. Requisition for Approval:

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

Requisition No. 10-18 Summary					
Item Number	Payee Name & Address	Invoice Number	Invoice Date	Purpose Obligation Incurred	Amount to be Paid
1	Uni-Tec Consulting Engineers, Inc.	1000041633	10/8/2018	Authority Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000041634	10/8/2018	New Source Study JKLM	\$ 2,846.70
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 3,021.70

It was motioned by Mark Peet, seconded by Chris Ianson to approve Requisition 10-18 in the amount of \$3,021.70. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog Yes, and Marty Fry Yes. Motion carried 5 Yes 0 No

### II. Water Rates Changes Evaluation

Uni-Tec Project No. 0012-017-008

The Board decided at the July 2018 meeting to include discussion of rates and charges changes during the 2019 budgeting process. The total 5-year capital budget projection is \$2,715,000.00.

### III. North Well Appraisal

Uni-Tec Project Number 0012-110-000

The North Well Appraisal is complete. The estimated project cost to replace the North Spring with two wells is approximately \$4,000,000.00. The study should be forwarded to JKLM upon Board acceptance.

**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 requisition to PennDOT. The requisition will be prepared by the October Board meeting. It is not complete. I will have it for the November meeting.

**V. Water Sales to Gas Drillers – Leak Detection**

Uni-Tec Project Number 0012-066-000

Per the DEP PES program conference call held last month, a work plan has been drafted and sent to the DEP PES program contact (Woody Cole) for approval. The work plan involves conducting leak detection on the mains and service laterals throughout the distribution system. 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.

**VI. 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. We are waiting to hear from UPMC when they are ready to discuss the service.

**VII. Cleaning North Well No. 1**

Uni-Tec Project No. 0012-070-000

Gareth is in the process of acquiring the equipment and chemicals necessary to clean North Well No.1. The well should be cleaned within the next month. Gareth and Manager Morris can give an update on progress.

**BILLS**

There is a bill for the Recording Secretary in the amount of \$85, \$65 for September 20th meeting and 2 hour of prep time. It was motioned by Bill Krog, seconded by Chris Ianson to approve the payment of \$85 to the recording secretary.

**CORRESPONDANCE**

Commonwealth of Pennsylvania sent a letter stating that the Commonwealth Financial Authority is unable to act favorably on our request for the PA Small Water and Sewer Program. Discussion on what the next step will be to remove the water line from resident's houses on North Main St. It was asked to have Uni-Tec see what the cost would be to start parts of the project.

**ADJOURNMENT**

Adjournment at 7:50 PM

Respectfully Submitted by,

Holly Hyde