

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
SEPTEMBER 21, 2017
6:30 PM**

The Coudersport Borough Authority held their regular monthly meeting on Thursday, September 21, 2017 at the Maintenance Facility on Damascus Street.

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

ROLL CALL

Present at the meeting were members Marty Fry, Bill Krog, Andy Dubots , Gary Walaski and Mark Peet. Also present at the meeting were Pat Ward, Gareth Gockley, Holly Hyde, Beverly Morris, and Hans Neilson.

VISITOR REQUEST AND COMMENTS

Hans Neilson was present to discuss a leak at 113 North Main St New Adventures (Hotel Crittenden). Hans was contacted after their reading was completed in June 2017 when the reading had jumped from 5205 to 5302. He was contacted by the office and started looking for a leak. Gareth was called and double checked the readings couple of times. Hans finally called and stated they had found the leak in a tub in an apartment. After the board discussed they gave Manager Morris permission to review the readings to gather an average and then to forgive 50% of the water used.

It was motioned by Andy Dubots, seconded by Bill Krog to approve a 50% reduction from the average usage of the bill. Roll call taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Andy Dubots Yes and Gary Walaksi. Motion carried

Hans was also asking about commercial rates.

Chairman Marty Fry explained that our rates are comparative to other Municipalities in the area and at this time all rates will stay the same.

Manager Morris states while on this subject I have two others with the same issues just not able to come to the meeting tonight.

505 Park St owed by George Huntington had a pipe break while not at home. Their bill is normally only a minimum bill and was about \$40 over. It was motioned by Bill Krog, seconded by Gary Walaski to approve an adjustment of \$44.39 for the water adjustment. Roll call taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Andy Dubots Yes and Gary Walaksi. Motion carried

We have also received an email for the apartment above O.I. P, 20 East Second St Apt. front #2 owned by Janet Waltz. She is requesting a break in her bill but does not state what the problem was and need more information on average usage. The board members feel this needs tabled until next month's meeting. They will need more information and would like her to be at the meeting to explain. Manager Morris will email her again.

APPROVAL OF MINUTES

It was motioned by Bill Krog, seconded by Mark Peet to approve the August 17, 2017 meeting minutes as amended. Roll call taken: Marty Fry Abstained, Bill Krog Yes, Mark Peet Yes, Andy Dubots Yes and Gary Walaksi. Motion carried

SOLICITOR REPORT

No report at this time.

MANAGERS REPORT

Manager Morris passed out the 2018 proposed budget.

There was discussion on the filter media that needs to be replaced at the plants.

The update on Rodney Yetzer is he will be in beginning of October to make a payment on his water bill.

TREASURERS REPORT

We are 60 % through the year and have used 57% of the budget

BILLS

It was motioned by Andy Dubots seconded by Bill Krog to pay the recording secretary \$75 for 1 hour prep time. Roll call taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Andy Dubots Yes and Gary Walaski Yes. Motion carried.

It was motioned by Mark Peet, seconded by Bill Krog top approve Requisition 09-17 in the amount of \$577.50. Roll call taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Andy Dubots Yes and Gary Walaski Yes. Motion carried.

Executive session at 7:40pm

Executive session ended at 7:54 with no decisions reached.

ENGINEER REPORT

I. Requisition for Approval:

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

Requisition No. 09-17 Summary

Item Number	Payee Name & Address	Invoice Number	Invoice Date	Purpose Obligation Incurred	Amount to be Paid
1	Uni-Tec Consulting Engineers, Inc.	1000039391	9/6/2017	Authority Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000039392	9/6/2017	Main Street SR0006	\$ 202.50
3	Uni-Tec Consulting Engineers, Inc.	1000039393	9/6/2017	Dingman Run Route 6	\$ 200.00
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 577.50

Note: The purpose of these requisitions is for record-keeping only – no loans are outstanding

JKLM North Well Area Fracking

Uni-Tec Project Number 0012-066-002

There has not been any new activity related to the fracking project as it affects CBA since the December 2016 Board meeting. JKLM continues to hold regular stakeholder meetings that are attended by CBA staff.

RECOMMENDED BOARD ACTION: Continue to monitor JKLM progress and planned activity.

II. JKLM North Well Area Future Fracking

Uni-Tec Project Number 0012-110-000

I was contracted by Scott Blauvelt, JKLM Geologist. He informed me that JKLM is looking at future drilling locations that may be within 3000 to 4000 feet of the North Springs. He said he has some concern that the North Springs could be impacted by their drilling. As a side note the North Springs are our best source.

Scott asked me to make a “pie-in-the-sky” estimate of what it would cost to undertake a project to replace the North Springs. So I prepared an estimate. As I told Scott there are many issues related to source development not the least of which is not knowing if it is even feasible at all. I have attached my document. It should be considered extremely preliminary and any action moving forward would require significant study. I have attached the information to this report.

A project of this nature would take about 3 years from start to full operation.

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

Uni-Tec Project Number 0012-089-000

I do not have anything to report on the project. Gareth may have some insights as to the status of the work related to the water main.

IV. PENNDOT Route 6 Dingman Run Bridge Utility Relocation

Uni-Tec Project Number 0012-108-000

On my recommendation, the Board decided to complete the necessary work without pursuing a reimbursement agreement with PENNDOT. The action was taken because it was determined that the cost of seeking the reimbursement would exceed the benefit of the reimbursement amount.

PENNDOT did require that we complete a paperwork package confirming the CBA decision.

We did that work and submitted the package to PENNDOT. All that remains is for Gareth to do his final work which he can do at any convenient time this summer or fall.

V. Water Sales to Gas Drillers – Leak Detection

Uni-Tec Project Number 0012-066-000

No change since the December 2015 Board meeting. We have not been able to establish times when CBA is ready for the leak detection outreach program to come to Coudersport. We will attempt to restart this work in the spring or summer of 2018.

I have had contact with some other leak detection manufacturers who I am attempting to get to do a free demonstration project.

On a side note: Gareth did find and fix one significant leak which will likely reduce water demand about 3 to 4 million gallons per year.

VI. Hospital Metering

Uni-Tec Project Number 0012-022-000

The hospital contacted Gareth and Bev and asked if CBA would be willing to be listed formally as a back-up water source for the hospital. After some discussion, Bev sent a letter to the hospital saying any arrangement of a formal nature would require a meter and that CBA would require the hospital to pay for the meter.

Since Bev has sent the letter I received one email from Melvin Blake, the hospital engineer, asking about costs. I did not offer a cost but suggested we meet and look over the hospital facilities to arrive at a cost. I have not received a response from Mr. Blake.

There was discussion on Bulk water permit.

Pat stated that the definition of Bulk water is pulling water from a location, putting it in a vehicle and moving it to storage. The average bulk water we have sold in the past year is around \$50,000. Pat will talk to DEP to make sure expectations are not too high. Solicitor Stenhach would like Pat to review with him once he speaks to DEP.

It was motioned by Andy Dubots, seconded by Bill Krog to approve after review the cost of getting the plant ready per DEP specs is \$10,000 or less may proceed and if not they bring it back to the meeting next month. Roll call taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Andy Dubots Yes and Gary Walaski Yes. Motion carried.

NEW BUSINESS

Bill Krog would like to entertain the idea of going to The Rural Water Conference in March. Information will be brought to next month's meeting.

PMAA Conference will be in Erie PA next year. Pat would like to thank all that came to the meeting.

OLD BUSINESS

We will need two new members for the upcoming year.

Marty Fry would like Calliari Meholick & Co. to send the Audit up to the board prior to the meeting for review next year.

Adjournment at 8:17 PM

Respectfully Submitted by,

Holly Hyde