

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
JULY 19, 2018
6:30 pm**

The Coudersport Borough Authority held its regular monthly meeting on Thursday, July 19, 2018 at the Coudersport Borough Maintenance Facility on Damascus Street.

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

ROLL CALL

Present were members Marty Fry, Mark Peet, Chris Ianson and Wayne Wentzel. Also present were Manager Bev Morris, Gareth Gockley, Lonnie Jo Hynds, and Holly Hyde.

VISITORS REQUESTS AND COMMENTS

Lonnie Jo Hynds was present and was asking about junk cars and being able to trap cats. Marty Fry referred her to talk to the Borough about it.

APPROVAL OF MINUTES

It was motioned by Mark Peet, seconded by Chris Ianson to approve the minutes of June 21, 2018 as presented. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, and Marty Fry Yes. Motion carried 4 Yes 0 No

SOLICITOR REPORT

July 19, 2018 no litigation outstanding claims liens filed on Francis G. Twin Tier linen. The arrearages have been satisfied but have not covered the cost of lien removal. Solicitor has asked Manager Morris to send a letter to Gary Francis and to Alex Johnson.

Filed liens on Michael Bartlett at 207 Vine St Coudersport, PA, Joseph A Majot at 308 Route Six West, Michael Dunn at 7 Woodlawn Ave, Ronald Schroeder at 106 West Beech St. Total cost of all liens filed is \$687.36. It was motioned by Wayne Wentzel, seconded by Mark Peet to pay Solicitor Stenhach for liens filed in amount of \$687.36. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, and Marty Fry Yes. Motion carried 4 Yes 0 No

TREASURERS REPORT

We are 50 % through the year and have used 44% of the budget

It was motioned by Chris Ianson, seconded by Wayne Wentzel to approve the Treasures Report as presented. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, and Marty Fry Yes. Motion carried 4 Yes 0 No

MANAGER'S REPORT

Gareth is close to being completed with the water line on Avenue C and working on Dingman Run Bridge project.

There is a meeting on July 31, 2018 with DEP on leak detection.

ENGINEER'S REPORT

I. Requisition for Approval:

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

Requisition No. 07-18 Summary					
Item Number	Payee Name & Address	Invoice Number	Invoice Date	Purpose Obligation Incurred	Amount to be Paid
1	Uni-Tec Consulting Engineers, Inc.	1000041116	7/9/2018	Annual Water Allocation Report	\$ 329.95
2	Uni-Tec Consulting Engineers, Inc.	1000041117	7/9/2018	Annual Chapter 110 Facility Report	\$ 329.95
3	Uni-Tec Consulting Engineers, Inc.	1000041118	7/9/2018	New Source Study	\$ 371.60
4	Uni-Tec Consulting Engineers, Inc.	1000041119	7/9/2018	East Plant AB Screen	\$ 135.00
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 1,166.50

It was motioned by Mark Peet, seconded by Wayne Wentzel to approve Requisition 07-18 in the amount of \$1,166.50. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, and Marty Fry Yes. Motion carried 4 Yes 0 No

II. Water Rates Changes Evaluation

Uni-Tec Project No. 0012-017-008

No update.

RECOMMENDED BOARD ACTION: Consider altering the rate system.

III. 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. Bev may have information to report to the Board.

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

IV. North Well Appraisal

Uni-Tec Project Number 0012-110-000

The Hydrogeologist, Jim Casselberry, is in the process of preparing his findings in written form. He assured me he would have his work product to me by end of week July 27, 2018. After I receive his evaluation I will prepare the costing portion of the report and will have it for the August 16, 2018 Board meeting.

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

Uni-Tec Project Number 0012-089-000

No change since the December 2017 Board meeting. I do not have anything to report on the project. Gareth and Bev can report on the status and on any financial billings from PENNDOT. We have one final requisition to submit once we are done incurring costs. Completion should be confirmed by PENNDOT in the spring or early summer of 2018.

VI. PENNDOT Route 6 Dingman Run Bridge Utility Relocation

Uni-Tec Project Number 0012-108-000

Gareth will be moving about 60 feet of main in the spring/summer of 2018. He will provide an update.

VII. Water Sales to Gas Drillers – Leak Detection

Uni-Tec Project Number 0012-066-000

Bev and Gareth have been working with DEP outreach to set up leak detection on a system wide basis. Bev will give an update on this work.

I have spoken with Chad Miller of the DEP and he is willing to allow CBA to begin selling water to the gas industry **AFTER** CBA submits and gets approved a Corrective Action Plan.

Putting together a draft Corrective Action Plan would cost \$2,000 to \$3000.

RECOMMENDED BOARD ACTION: Authorize Uni-Tec to prepare a corrective action plan for Board review.

VIII. Hospital Metering

Uni-Tec Project Number 0012-022-000

I hope to have updated information from UPMC by Board meeting time.

IX. Cleaning North Well No. 1

Uni-Tec Project No. 0012-070-000

No change since the December 2017 Board meeting. At the November Board meeting Gareth and Uni-Tec were authorized to proceed on the North Well No. 1 cleaning. We are planning on using a different process (less expensive and more effective) than we have used in the past. To date we have not done work on this. Gareth and I need to establish a schedule for doing this work. It will be in the spring or summer of 2018.

BILLS

There is a bill for the Recording Secretary in the amount of \$75, \$65 for June 21st meeting and 1 hour of prep time.

There was a correction to the previous check for the PMAA conference for Mark Peet in the amount of \$707. Roll call vote taken: Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, and Marty Fry Yes. Motion carried 4 Yes 0 No

OLD BUSINESS

There was discussion on water rates and time frame along with budget being done by September/ October 2018.

NEW BUSINESS

Ness Fest and having water turned on at court house square.

Unit-Tec dinner at PMAA Conference would like to invite anyone who could come.

Adjournment at 7:06 PM

Respectfully Submitted by,

Holly Hyde