

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
JUNE 20, 2019
6:30 pm**

The Coudersport Borough Authority held its regular monthly meeting on Thursday, June 20, 2019 at 6:30 pm at the Coudersport Borough Maintenance Facility.

ROLL CALL

Present were members Marty Fry, Bill Krog, Wayne Wentzel, Chris Ianson, and Mark Peet. Also present were Uni-Tec Eng. Pat Ward, Peggy Mengie, and Chief Operator Gareth Gockley.

APPROVAL OF MINUTES

It was motioned by Marty Fry, seconded by Mark Peet to approve the minutes of June 20, 2019 regular meeting as amended. Motion unanimously carried.

SOLICITOR'S REPORT

Solicitor Stenhach stated a letter had been sent to Aaron Kinter at 428 East Second St about connecting to the water service in the Borough. The water operator went out and measured the distance to the connection and that is 167 feet. Solicitor Stenhach contacted Ross & Ross and the resident will not have to connect to the water source in the Borough.

NORTH MAIN STREET BID OPENING

Pat Ward stated the bids are higher than we expected. The Engineers Estimate of probable base bid is \$175,000. Bids were from

1. BJOE, LLC in the amount of \$ 265,561.39
2. J.L. Watts Excavating, INC in the amount of \$198,786.71
3. Mealy Excavating & Construction, LLC in amount of \$ 252,337.00

Pat asked the board to award the bid to the lowest bidder subject to Engineer and Solicitor approval. If all is good after they review the bids, then award the bid to the contractor and they will have 30 days to sign the agreement and have a preconstruction conference. It was motioned by Bill Krog seconded by Wayne Wentzel to approve the motioned stated by the Engineer and Solicitor. Roll call vote taken: Wayne Wentzel Yes, Mark Peet abstained, Chris Ianson abstained, Bill Krog Yes, Marty Fry Yes, Motion approved 3 Yes 0 No, 2 abstained.

EXECUTIVE SESSION CALLED

Solicitor called for an executive session at 6:54pm
Executive session closed at 7:06

BILL MAJOT WATER SERVICE

It was motioned by Bill Krog, seconded by Mark Peet to have the Solicitor send notification to Bill Majot at 20 Avenue B Coudersport, PA he has 5 days to contact the Borough Office and set up an appointment within 7 days so the water operator can inspect their water system for any malfunction equipment.

Roll call vote taken: Wayne Wetzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog Yes, Marty Fry Yes, Motion approved 5 Yes 0 No

MANAGER REPORT

Manger Morris has sent out an email to all the board members the DEP Water operation that includes 138 pages. If you would like a hard copy let her know. Manager Morris stated this has been sent to the Engineer and once he has a chance to look it over it will be brought back to the Authority at next month’s meeting.

JKLM Stakeholder meeting will be June 27, 2019 9am at the Coudersport Golf course

PMAA Conference will be covering a case study on two authorities combining. Manager Morris feels this would be a good one to attend.

House Bill 1069 suggests that all public meetings and agendas will need to be posted 24hours in advance.

Notification for voting delegates at the PMAA Conference will be Mark Peet and Chris Ianson as alternate.

TREASURER’S REPORT

It was motioned by Wayne Wentzel, seconded by Bill Krog to approve the Treasurer’s report as presented. Motion unanimously carried.

ENGINEER REPORT

I. Requisition for Approval:

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

| Requisition No. 06-19 Summary | | | | | |
|---|------------------------------------|----------------|--------------|------------------------------|--------------------|
| Item Number | Payee Name & Address | Invoice Number | Invoice Date | Purpose Obligation Incurred | Amount to be Paid |
| 1 | Uni-Tec Consulting Engineers, Inc. | 1000043077 | 6/6/2019 | Authority Meeting Attendance | \$175.00 |
| 2 | Uni-Tec Consulting Engineers, Inc. | 1000043078 | 6/6/2019 | North Main Water Main Design | \$2,500.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| TOTAL AMOUNT TO BE REQUISITIONED: | | | | | \$ 2,675.00 |
| Note: The purpose of these requisitions is for record-keeping only – no loans are outstanding | | | | | |

It was motioned by Bill Krog, seconded by Mark to approve Requisition 06-19 in the amount of \$2,675. Roll call vote taken: Wayne Wetzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog Yes, Marty Fry Yes, Motion approved 5 Yes 0 No

II. Water Sales to Gas Drillers – Leak Detection

Uni-Tec Project Number 0012-066-000

No change since the May 2019 Meeting.

The one significant leak is planned to be repaired as part of the North Main Street line replacement project. This work will be discussed as part of Item VI on the next page.

The Board is waiting on apply to DEP to increase water sales to gas drillers until the leak detection work can provide an idea of how much leak repair needs to be completed.

III. JKLM Mill Creek Boring

Uni-Tec Project Number 0012-066-003

No change since the May 2019 Meeting. This project will be removed by the July 2019 Meeting.

Uni-Tec prepared a follow up letter report reviewing the water quality data submitted by JKLM due to the spill that occurred while boring across Mill Creek. The report was submitted to CBA for your records. The report concluded that there was no risk to the CBA water supplies.

IV. Hospital Metering

Uni-Tec Project Number 0012-022-000

No change since the March 2019 Meeting.

Dieter Reichmann of UPMC said they are sincerely interested in speaking with CBA about water service and to get back in touch with him in late May or early June. I have a call in to him and hope to get a response before the Board meeting.

V. Cleaning North Well No. 1

Uni-Tec Project No. 0012-070-000

Gareth will give an update on this work.

VI. North Main Street Water Main Relocation

Uni-Tec Project No. 0012-111-000

Project Summary: The project is to replace approximately 1,450 LF of 6" water main along North Main Street with 8" PVC C-900 water main and a small section of 6" PVC C-900. The project will include installation of gate valves, fittings, service line extensions, fire hydrants, and restoration.

Project Update: The project bids are to be opened during tonight's meeting.

VII. DEP Required Comprehensive Monitoring Plan

CBA is required by DEP regulations to submit a newly developed Comprehensive Monitoring Plan. The plan is to be submitted to the DEP by August 19, 2019 Uni-Tec is in progress preparing the new comprehensive plan per the regulations presented in the May 2019 meeting.

VIII. Other Items of Interest

Solicitor Stenhach and I are working on an intermunicipal agreement to be signed with Eulalia Township to memorialize the Township's approval for CBA to serve water in the Township.

Please call me at the office 814-238-8223, ext 323 or at my cell number of 814-571-2867 if you have questions about this report.

BILLS

It was motioned by Chris Ianson, seconded Bill Krog, to pay the recording secretary \$30. Roll call vote taken - Mark Peet Yes, Bill Krog Yes, Chris Ianson Yes, and Marty Fry Yes. Motion approved 4 Yes 0 No

3rd quarter payment made in the amount of \$ 91,862.50 paid to the Borough.

OLD BUSINESS

Bill Krog asked if we have found another water trainee. Manager Morris stated she hired Eric Monroe he is currently works for DCNR getting water samples, and will start July 1, 2019 and have a 3 month probation period.

ADJOURNMENT

As there was no further business to discuss the meeting adjourned at 7:41 pm.

Respectfully submitted,

Holly Hyde