

**COUDERSPORT BOROUGH AUTHORITY
REORGANIZATIONAL MEETING
&
REGULAR MONTHLY MEETING
JANUARY 17, 2019
6:30 pm**

The Coudersport Borough Authority held its regular monthly meeting and reorganizational meeting on Thursday, January 17, 2019 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 Bill Krog. Also present were Manager Bev Morris, Solicitor Stenhach, Gareth Gockley, Pat Ward, Rick Angood, and Holly Hyde.

REORGINIZATION

Retain the same slate of officers

It was motioned by Bill Krog, seconded by Mark Peet to retain the same slate of officers as Marty Fry Chairman and Bill Krog Vice Chairman. Roll call vote taken: Marty Fry abstained, Bill Krog abstained, Mark Peet Yes, Chris Ianson Yes, Wayne Wentzel Yes, 3 Yes and 2 Abstained.

It was motioned by Bill Krog, seconded by Mark Peet to have Chris Ianson as the Secretary Treasurer. Roll call vote taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Chris Ianson Abstained, Wayne Wentzel Yes, 4 Yes and 1 Abstained

It was motioned by Wayne Wentzel, seconded by Chris Ianson to retain Uni-Tec for the Engineer. Roll call vote taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Chris Ianson Yes, Wayne Wentzel Yes, 5 Yes and 0 No. Motion carried

It was motioned by Bill Krog, seconded by Mark Peet to retain Stenhach & Stenhach (George Stenhach) for solicitor. Roll call vote taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Chris Ianson Yes, Wayne Wentzel Yes, 5 Yes and 0 No. Motion carried

It was motioned by Mark Peet, seconded by Bill Krog to keep Calliari & Meholick & Company for auditor. Roll call vote taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Chris Ianson Yes, Wayne Wentzel Yes, 5 Yes and 0 No. Motion carried

It was motioned by Bill Krog, seconded by Chris Ianson to retain the recording secretary for 2019. Roll call vote taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Chris Ianson Yes, Wayne Wentzel Yes, 5 Yes and 0 No. Motion carried

It was motioned by Bill Krog, seconded by Mark Peet to have the meetings on the 3rd Thursday of the month in 2019, and to have the recording secretary publish the meeting dates and times. Roll call vote taken: Marty Fry Yes, Bill Krog Yes, Mark Peet Yes, Chris Ianson Yes, Wayne Wentzel Yes, 5 Yes and 0 No. Motion carried

REGULAR MONTHLY MEETING

VISITORS REQUEST

Rick Angood is checking back with the Authority about what the board has decided on extending the water main to the vacant land and West End Grill on Route Six West.

Pat Ward stated that it would be 900 ft of main that would have to be placed by the private entity.

Solicitor stated that Manager Morris attended the Eulalia meeting and Eulalia township stated that we have permission to run the line but they will not agree to any mandatory hookups and does not want to maintain it.

ROLL CALL

Present were members Marty Fry, Mark Peet, Chris Ianson, and Bill Krog. Also present were Manager Bev Morris, Solicitor Stenhach, Gareth Gockley, Pat Ward, and Holly Hyde.

APPROVAL OF MINUTES

It was motioned by Mark Peet, seconded by Chris Ianson to Omit and ratify the December 20, 2018 minutes where there was no roll call vote when motioned to advertise the reorganizational meeting. Roll call taken: Mark Peet Yes, Bill Krog Yes, Chris Ianson Yes, Wayne Wentzel Yes, and Marty Fry Yes Motion carried 5 Yes 0 No

SOLICITOR REPORT

Nothing to Report at this time

TREASURERS REPORT

We are 100 % through the year and have used 92% of the budget

Manager Morris stated waiting till auditors confirm before transferring funding.

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

Gareth and Manager Morris have been working with the leak detection crew. David Boncavich has reported a large leak on North Main St around 740 North Main St address. Gareth stating we need to wait till weather gets warmer.

ENGINEERS REPORT

I. Requisition for Approval:

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

Requisition No. 01-19 Summary					
Item Number	Payee Name & Address	Invoice Number	Invoice Date	Purpose Obligation Incurred	Amount to be Paid
1	Uni-Tec Consulting Engineers, Inc.	1000042172	1/10/2019	Authority Meeting Attendance	\$175.00
2	Uni-Tec Consulting Engineers, Inc.	1000042173	1/10/2019	Cole Memorial Hospital	\$45.00
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 220.00

It was motioned by Wayne Wentzel, seconded by Mark Peet to approve requisition 01-19 in the amount of \$220.00. Roll call taken: Chris Ianson Yes, Mark Peet Yes, Bill Krog Yes, Wayne Wenzel Yes, and Marty Fry Yes. Motion carried 5 Yes 0 No

Water Rates Changes Evaluation

Uni-Tec Project No. 0012-017-008

There have been no changes since the November 2018 Meeting.

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.

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

Uni-Tec Project Number 0012-089-000

All work is complete. Has the reimbursement been received? (\$5,378.87). Has PENNDOT billed for the water main installation?

III. Water Sales to Gas Drillers – Leak Detection

Uni-Tec Project Number 0012-066-000

No change since the December 2018 Board meeting. 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. The DEP PES Audit Team has agreed to meet in Coudersport on January 9, 2019. Bev will give an update on the work and meeting.

IV. Hospital Metering

Uni-Tec Project Number 0012-022-000

No change since the December 2018 Board meeting.

May hear from UPMC in about March of 2019.

V. Cleaning North Well No. 1

Uni-Tec Project No. 0012-070-000

Gareth will give an update on this work.

VI. 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. He may be attending the Board meeting.

VII. 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.

Uni-Tec has prepared a cost estimate of two alternatives for the North Main Street Water Main Relocation Project:

Alternative 1: Total Project Cost = \$87,000.00

Description – Install 480 LF of 6” PVC Pipe from the fire hydrant on N. Main St. to a proposed interconnects with the main waterline at North Street.

Alternative 2: Total Project Cost = \$123,000.00

Description – Install 675 LF of 6” PVC Pipe from the Fire hydrant on N. Main St. to a proposed interconnects at Davidge Street.

Note both alternative project costs include trenching, service lateral installation, surface restoration, and abandoning the existing waterline.

A detailed cost estimate will be distributed before the January 2019 meeting.

Other Items of Interest

Bev and I attended the Eulalia Township meeting on January 7, 2019. The Township Supervisors made a motion to permit CBA to serve water anywhere in the Township. There is not a mandatory connection associated with this motion.

We will need to ask Solicitor Stenhach what the appropriate follow up should be, if any.

It was motioned by Wayne Wentzel, seconded by Chris Ianson to allow Pat (Uni-Tec Engineering) and Solicitor Stenhach to prepare a proposed agreement for Eulalia. Roll call taken: Chris Ianson Yes, Mark Peet Yes, Bill Krog Yes, Wayne Wenzel Yes, and Marty Fry Yes. Motion carried 5 Yes 0 No

BILLS

There is a bill for the Recording Secretary in the amount of \$85, \$65 for December 20, 2018 meeting and 2 hour of prep time. It was motioned by Mark Peet, seconded by Bill Krog to approve the payment of \$85 to the recording secretary. Roll call vote taken: Mark Peet Yes, Bill Krog Yes, Chris Ianson Yes, Wayne Wentzel Yes, and Marty Fry Yes Motion carried 5 Yes 0 No

It was motioned by Bill Krog, seconded by Mark Peet to pay the 2019 PMAA membership active dues in the amount of \$897.10. Roll call vote taken: Mark Peet Yes, Bill Krog Yes, Chris Ianson Yes, Wayne Wentzel Yes, and Marty Fry Yes Motion carried 5 Yes 0 No

It was motioned by Bill Krog, seconded by Mark Peet to pay Stenhach and Stenhach retainer fee in the amount of \$2500. Roll call vote taken: Mark Peet Yes, Bill Krog Yes, Chris Ianson Yes, Wayne Wentzel Yes, and Marty Fry Yes Motion carried 5 Yes 0 No

ADJOURNMENT

Adjournment at 7:54 PM

Respectfully Submitted by,

Holly Hyde