

**COUDERSPORT BOROUGH AUTHORITY
REGULAR MONTHLY MEETING
MARCH 21, 2018
6:30 pm**

The Coudersport Borough Authority held its regular monthly meeting on Thursday, March 21, 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 Manager Bev Morris, Uni-Tec Eng. Pat Ward, Chief Operator Gareth Gockley, Brenda Whitman, and Holly Hyde.

VISITORS REQUESTS AND COMMENTS

Brenda Whitman stated since January she has paid \$6500 toward the bill and is asking the Authority to wave the prior amount owed. She would like to start with a clean slate going forward. This will be taken under advisement and reviewed for next month's meeting.

APPROVAL OF MINUTES

It was motioned by Mark Peet, seconded by Wayne Wentzel to approve the minutes of February 21, 2019 regular meeting as presented. Motion unanimously carried.

SOLICITOR'S REPORT

None

MANAGER'S REPORT

Manager Morris reported that she and Gareth had attended the Triple Divide in Genesee PA.

Also the cross connection at Kightlinger's property has been inspected.

The Borough is looking at purchasing a 2006 Kenworth single axel dump truck for \$50,000. The Borough is asking if the Authority would like to go in on it with them.

It was motioned by Chris Ianson, seconded by Bill Krog to pay for 20% of the total cost of the Kenworth. Roll call vote taken - Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog Yes and Marty Fry Yes. Motion approved 5 Yes 0 No.

TREASURER'S REPORT

It was motioned by Mark Peet, seconded by Chris Ianson to approve the Treasurer's report as presented. Motion unanimously carried.

I. Requisition for Approval:

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

Requisition No. 03-19 Summary					
Item Number	Payee Name & Address	Invoice Number	Invoice Date	Purpose Obligation Incurred	Amount to be Paid
1	Uni-Tec Consulting Engineers, Inc.	1000042521	3/14/2019	Authority Meeting Attendance	\$ 175.00
2	Uni-Tec Consulting Engineers, Inc.	1000042522	3/14/2019	Water Rate Changes Support	\$ 1,093.35
3	Uni-Tec Consulting Engineers, Inc.	1000042523	3/14/2019	Specifications for Rick Angood	\$ 313.75
TOTAL AMOUNT TO BE REQUISITIONED:					\$ 1,582.10

It was motioned by Mark Peet, seconded by Bill Krog to approve Requisition No. 03-19 in the amount of \$1582.10. Roll call vote taken - Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog Yes and 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 December 2018 Board 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. Hospital Metering

Uni-Tec Project Number 0012-022-000

I spoke with Dieter Reichmann of UPMC. He told me they are not yet ready to discuss water service as they are still transitioning. He did say UPMC is sincerely interested in speaking with CBA about water service and to get back in touch with him in late May or early June.

IV. Cleaning North Well No. 1

Uni-Tec Project No. 0012-070-000

Gareth will give an update on this work.

V. Preparation of Annual Chapter 110 Facility Report and the Water Allocation Compliance Report

Uni-Tec Project Nos. 0012-097-000 and 0012-099-000

I assisted Gareth with the completion of both sets of required annual reports for calendar year 2018. Some items of interest compared to 2017 are as follows:

1. 2017 Unaccounted for water 64%
2018 Unaccounted for water 59%
2. 2017 Average daily consumption by household (59 gallons/day) (1,770 gallons/month)
2018 Average daily consumption by household (59 gallons/day) (1,770 gallons/month)
3. 2017 Average daily water sold entire system (182,000 gallons/day)
2018 Average daily water sold entire system (218,000 gallons/day)

Two important points – water losses remain very high. Customer usage is low. These two items work together. If sold water is underreported then lost water becomes artificially high.

VI. North Main Street Water Main Relocation

Uni-Tec Project No. 0012-111-000

Uni-Tec has prepared a cost estimate of two alternatives for the North Main Street Water Main Relocation Project. I have adjusted the Alternative 2 estimate to allow for an approximate addition of 300 feet of main replacement to include the major leak that was found.

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 = \$165,000.00

Description – Install 975 LF of 6” PVC Pipe from the leak on N. Main St. to a proposed interconnects at Davidge Street.

A detailed cost estimate was distributed at the January 2019 meeting.

Uni-Tec has prepared a proposed agreement to engineer the project. The summary of the agreement is as shown on the next page.

Engineering Proposal:

- | | |
|---|-------------|
| 1. Design Services (Plans and specifications suitable for bidding)
30 days to complete. | \$10,000.00 |
| 2. Permitting (PENNDOT and County E&S)
30 days to complete (concurrent with item 1). | \$1,000.00 |
| 3. Bidding and Award of Construction Contracts
60 days to complete. | \$5,000.00 |
| 4. Construction Administration
60 days to complete. | \$7,000.00 |
| 5. Construction Inspection (optional service)
(full time estimate) | \$35,000.00 |
| (part time estimate – 2 days per week) | \$17,000.00 |
| 60 days to complete (concurrent with item 4)
Will be done at an hourly rate of \$80.00 plus expenses | |

It was motioned in consideration by the board to have Manager Morris, Engineering Uni-tec , and Solicitor Stenhach review the contract and come to an agreement then present it to the board.

It was motioned by Bill Krog, seconded by Chris Ianson to approve the project as whole condition upon approval by the Engineer, Borough Manager and Solicitor further authorizing the appropriate official being the Chairman to sign the Engineering agreement once he has been notified it has been approved. Roll call vote taken - Wayne Wentzel Yes, Mark Peet Yes, Chris Ianson Yes, Bill Krog Yes and Marty Fry Yes. Motion approved 5 Yes 0 No.

VII. 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.

OLD BUSINESS

Council decided to advertise again for a water Operator and have received some applications. I have got authorization to hire a young man that's a senior in high school to work a few hours a day until he graduates. This will tell us if he has the aptitude to go into being certified as a water/ sewer operator. Once we are into the training process we would like to get another one started on training as well so we can get 2 for water and 1 for sewer.

CORRESPONDANCE

Conference being held in Kalahari

The region five dinner meeting is Wednesday April 17, 2019 reservations need to be in by April 10, 2019 this will be in State College at the Center County Recycling and Recreation building.

Spring management workshops are April 23, 2019 in Hershey

ADJOURNMENT

As there was no further business to discuss the meeting adjourned at 7:44 pm.

Respectfully submitted,

Holly Hyde