

NEWPORT BOROUGH WATER AUTHORITY

REGULAR MEETING

October 3, 2016

BOARD MEMBERS PRESENT – Penny Frownfelter, Jerry Robinson, Harry Fahnestock, and John McNaughton

OTHERS PRESENT – Adam Britcher (Solicitor) and Dean Miller (Operations Manager)

MEETING CALLED TO ORDER – by Chairwoman Penny Frownfelter at 7:00 P.M.

ENGINEER'S REPORT – Robert Hasemeier is not in attendance, but has submitted a report which is in the Board packet.

1. Tapping fees – There is a proposal in the Board packet, it will cost \$8,300.00 to develop the Tapping Fee schedule. **Robinson moved, McNaughton seconded to approve the Tapping Fee Study at a cost not to exceed \$8,300.00. All in favor.**
2. Well 10 NPDES permit – Miller will provide the needed samples. Britcher approved the legal notice and it has been run in the papers for four weeks.
3. Grant application - The board will need to approve two resolutions, numbers 2016-02 and 2016-03 which detail the grant applications and the reservation of \$143,299 in funds for that process. Water, sewer, and the borough will go together in a joint application. **McNaughton motioned, Fahnestock seconded, all in favor.** McNaughton as Treasurer will sign.

Included in the grant will be replacement of the water main for Fickes Lane, 5th Street and 6th Street to an eight-inch pipe, and for the bulk water structure. The cost of the grant application is \$200. Resolution to approve the document for signature tonight and Hasemeier will complete the application. **Robinson motioned, McNaughton seconded, all in favor.**

OPERATIONAL REPORT – Dean Miller

1. Update on 5th/6th Fickes Lanes – There has been daily flushing for the past month and there has been some improvement. The autoflusher has been received and it will be set up on Wednesday, October 5th. It will turn on several times a day and throughout the night.
2. New Meters – Not all the quotes have been received so there is nothing to report.
3. Paving/Excavation contractors – No progress has been made on this yet, still have plans to reach out to other companies to see if there is any interest.
4. Letter from Howe Twp – Customers have had wells go dry and have expressed concern that the Water Authority is taking too much water from neighboring wells. However, there has not been much influence on the Campbell well, that is monitored; and action on adjacent wells has been minimal to none. There is a unique geological formation with a sandstone layer, that we tap into with all three wells. This provides a pristine aquifer and withdrawals from it would not affect other wells.

Also, Perry County is under a drought watch, and some of the residential wells may be what is considered shallow (less than 200 feet).

SOLICITOR'S REPORT – Adam Britcher

1. Oliver Twp Shutoff Letter – There has been no progress on this. In Oliver Township, it is mandatory for residents to be hooked up to sewer but it is not mandatory for them to hook up to water. If a property is within 150 feet of an existing line, property owners must investigate but are not required to hook up to it. Should the Board consider rescinding the Buffalo Crossing agreement?

2. Liens/sheriff sales – Kunish will complete the balance due to the Water Authority on the lien forms and return to Britcher.

TREASURER'S REPORT –

1. Delinquent accounts – There is \$50,000 in past due accounts over 120 days. There are still issues regarding properties that are past due and the operators are not able to turn off the water. There would be the expense of excavation, so a decision will need to be made as to how the expense will be handled.
2. Update on financing/refinancing options – This is still in progress, nothing new to report.
3. Unpaid bills – There is currently \$142,000 in unpaid bills.

McNaughton motioned, Fahnestock seconded to approve the Treasurer's report. All in favor.

Robinson motioned, McNaughton seconded to approve September bills. All in favor.

APPROVAL OF MINUTES – Robinson motioned, McNaughton seconded to approve the September 12, 2016 regular meeting minutes. All in favor.

OLD BUSINESS –

1. Rules & Regs update – A meeting is scheduled on October 13th with Frownfelter, Britcher and Miller to complete the process of updating the Rules & Regs.
2. 2016 audit status – Motioned by Robinson, seconded by Fahnestock to contract with Smith Elliot Kearns for the 2015/2016 fiscal year audit. All in favor.
3. Muni-link – All is on track, nothing new to report.
4. Diana Myer property – Kunish will draft a letter to Myer stating our position, Britcher will approve.

NEW BUSINESS –

1. Maintenance issues –
 - a. Odor – Fahnestock will investigate possible causes and solutions.
 - b. Drive thru light/outdoor lights – One of the lights is hanging down and the bulb needs to be replaced. Signs are needed to point customers to the Drive thru. Having all the lights on at night attracts bugs and webs, there are 8 zones for lighting, so it may be possible to turn off some of the lights.
 - c. Drive thru buzzer – Does not work, so a repairman will be called.
 - d. Gate – The gate needs to be kept closed after hours and the remotes do not always work. Fahnestock will look for solutions.

ADJOURNMENT – Robinson moved, Fahnestock seconded to adjourn the meeting at 8:10 P.M. Motion carried unanimously.

Debra Kunish

Recording Secretary