

NEWPORT BOROUGH WATER AUTHORITY
REGULAR MEETING MINUTES
April 2, 2018

BOARD MEMBERS PRESENT – Penny Frownfelter, Gerald Robinson, John McNaughton, Harry Fahnestock and Trevor Kaufman

OTHERS PRESENT – Adam Britcher (Solicitor), Robert Hasemeier (Engineer) and Dean Miller (Operations Manager).

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

PUBLIC COMMENT –

ENGINEER'S REPORT – Robert Hasemeier

1. Fairgrounds connection – Nothing new to report
2. Grant applications – Three applications pending but will not hear anything for at least two months.
3. DEP report – All of the data has been compiled and a draft report has been written. The report will be finalized after clarification of some issues with SCADA.
4. Lead findings – Frownfelter asked if we could replace the lead piping in the four homes that had a lead level since it would be cheaper than the feasibility study and the installation of chemical feed systems. Hasemeier and Miller will explore this option and report back at the next Board meeting.

OPERATIONAL REPORT – Dean Miller

1. PRWA Meter financing – The terms of the lease agreement were included in the Board packet. The lease would replace every meter in the system and repayment terms on the lease would be \$3,916 a month for 5 years at 4.64% interest. The Board agreed to wait for the results from the grant application.
2. Update 5th/6th/Fickes – There was one dirty water complaint.
3. River Plant operation – Production is going well. There will be a DEP evaluation report on the River Plant filtration system from the two and half day inspection that was conducted in January. In two weeks there will be another meeting with them to complete the questions they have. On May 17th at 9:30 A.M. DEP will give a presentation on the results of the evaluation on the River Plant.
4. Buffalo Crossings – Nothing new to report.
5. Lead mailings – Notice was printed on the water bills and separate notices were mailed to customers. All customer calls have been returned and Miller has explained to them that only 4 homes in Newport showed lead in the water and that the water with lead was directly from the homes and not from the water system. Water quality parameter testing has been done, so the next step will be to complete the corrosion control feasibility study. Miller has had two meetings with the School District Administrator and did offer them assistance, from a consulting perspective, as they move forward with additional lead testing.
6. Perry Manor – Miller met with management to explain the extra billings based on incorrect EDU's and estimates. They seemed understanding of the situation and have requested further backup which will be provided.
7. DEP and EPA – Miller is working with them on water loss projects and they will be out in the next few weeks to look deeper into the issue.
8. Rate resolution – The December meeting minutes should include resolution #2017-3 as part of the rate resolution.

Moved by Kaufman, seconded by McNaughton to amend the December 4, 2017 meeting minutes to include resolution #2017-3, as part of the approved rate resolution. Motion carried unanimously.

SOLICITOR'S REPORT – Adam Britcher

1. Liens/Sheriff Sales – One sale in April, but no past due balance on it.
2. 161-163 N Front St. – The tenant has paid the past due balance in full, so at this time the Authority will not move forward with the separation of the water lines.

TREASURER'S REPORT –

1. Delinquent Accounts – There is a total of \$67,860 owed on past due accounts.
2. Sewer payments – Starting with the February 2017 billing, the method of paying Sewer was changed to paying them according to the receipts collected instead of paying them by the amount billed. The auditors have brought it to Sewer and the Authority's attention that this caused the Authority to pay Sewer twice for some past due accounts.

Moved by McNaughton, seconded by Fahnestock to approve the Treasurer's report. Motion carried unanimously.

Moved by Kaufman, seconded by McNaughton to approve March bills. Motion carried unanimously.

Moved by Robinson, seconded by Fahnestock to approve the Adjustment Report. Motion carried unanimously.

APPROVAL OF MINUTES – Moved by Robinson, seconded by Fahnestock to approve the March 5, 2018 regular meeting minutes. Motion carried unanimously.

OLD BUSINESS –

1. Zenon plant – The equipment will need to be listed and advertised to receive bids, Frownfelter will contact CapCog to see if they can assist.
2. Customer Hearing Board – The process is in place and any action on complaints will be reported to the Board at the next scheduled meeting.

NEW BUSINESS –

1. 44 Penn Ave – The owner is requesting that the EDU's be changed from 5 EDU's to 2 EDU's. The property will be inspected, and photos will be presented at the next Board meeting for a decision. Miller mentioned the need for a standardized checklist that could be used by Authority employees inspecting the property and by property owners as a guideline of what will be required.
2. The notion of inspecting properties before final billing amounts are given prior to the sale of property was discussed as a way of ensuring accurate billing information. Possibly this could be done in coordination with Sewer and be enforced by an ordinance from the Borough.

BOARD COMMENTS –

Motion to move into Executive Session at 8:19 P.M. by McNaughton, seconded by Fahnestock.

Motion to end Executive Session at 8:23 P.M. by Robinson, seconded by Kaufman.

Moved by Robinson, seconded by Fahnestock, during Executive Session, to continue Jeffery Ness's employment as regular, full time employee with a raise and full benefits. Motion carried unanimously.

ADJOURNMENT – Moved by Robinson, seconded by Fahnestock to adjourn the meeting at 8:24 P.M. Motion carried unanimously.

Debra Kunish
Recording Secretary