

NEWPORT BOROUGH WATER AUTHORITY
REGULAR MEETING MINUTES
July 9, 2018

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

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

MEETING CALLED TO ORDER – by Chairwoman Penny Frownfelter at 7:06 P.M.

PUBLIC COMMENT – None

ENGINEER'S REPORT – submitted by Robert Hasemeier

1. Grants applications – The meeting for grant awards has been rescheduled for September 18th.
2. Howe Dam – The dam is to be drained by the end of 2018.

OPERATIONAL REPORT – submitted by Dean Miller

1. Working with USEPA to refine a process that will minimize paperwork by entering data into a smart phone.
2. Howe Dam – A high capacity pump will be used to lower the water level in order to locate the drain valve.
3. Sewer Separation Project – Staff are locating and marking water lines in advance of the excavation which will begin on July 23rd.
4. Training in the use of the valve exercising machine will be provided for staff.
5. Meter financing – There has been discussion with the USDA regarding funding for meters and other projects.

SOLICITOR'S REPORT – Adam Britcher

1. 692 N Fourth St – Newport Ambulance League has expressed interest in the property and is requesting the cost of the tapping fee, or if the tapping fee would be waived for them.
2. Rules and Regulations – Miller is preparing a checklist to standardize EDU reduction.
3. Liens/Sheriff Sales – Three sales are scheduled for July 27th.

TREASURER'S REPORT –

1. Delinquent Accounts – The current total is \$71, 247.

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

Moved by Fahnestock, seconded by Robinson to approve February bills. Motion carried unanimously.

The Adjustment Report for June will be approved in August, due to the abstention of Frownfelter.

APPROVAL OF MINUTES – Moved by Robinson, seconded by Fahnestock to approve the June 20, 2018 mid-month meeting minutes. Motion carried unanimously.

BOARD COMMENTS – Robinson completed the property insurance renewal, which had a \$300 increase.

ADJOURNMENT – Moved by Fahnestock, seconded by Robinson to adjourn the meeting at 7:41 P.M. Motion carried unanimously.

Debra Kunish
Recording Secretary