

NEWPORT BOROUGH WATER AUTHORITY  
REGULAR MEETING MINUTES  
May 6, 2019

**BOARD MEMBERS PRESENT** – Penny Frownfelter, Gerald Robinson, Harry Fahnestock, John McNaughton, 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** –

1. Frank Campbell – The fairgrounds committee would like to know the amount of the tapping fee to provide bathrooms and drinking water to the site. Frownfelter stated that an amount cannot be given until the Water Authority receives a specific request detailing expected needs, usage and routing of water.

**ENGINEER'S REPORT** –

1. USDA Meter Financing – The Board received a packet pertaining to the costs of the revenue and production meters including installation; administrative costs of approximately \$25,000; and legal fees which brings the total to around \$500,000. The level of onsite inspection provided by B&L needs to be reaffirmed, so justification can be made to USDA. The proposal for this is highlighted on page three of the document which lists Project Understanding and the Scope of Services.

**Moved by Kaufman, seconded by Fahnestock to move forward with financing for the meter replacement project.  
Motion carried unanimously.**

2. Howe Township Reservoir – There is a significant amount of water in the reservoir, trees that have fallen and areas of wash out. DEP Dam Safety will expect an action plan this year. Dale Beaver contacted Frownfelter about the erosion problem on Mountain Road. The dam was drained, and the valve was 100% open but due to excessive rain the reservoir filled forcing water over the spillway and across the road. The road was closed due to erosion and it remains closed. The drain is currently keeping up, but the size of the pipe is causing the problem according to Miller, which is the township's or the state's responsibility. There is also the possibility that the pipe has collapsed. Howe Township does not want the dam for fire protection
3. Grant project - \$257,000 is available to Perry County and grant requests are due by June 20<sup>th</sup>. Frownfelter asked about applying for a grant to fund the installation of a fill station. Miller stated that DEP has asked us to rescind the request for a permit for the fill station since we have not acted on it.

**OPERATIONAL REPORT** – Dean Miller

1. PA DEP onsite inspection, April 23 & 24 –

Day 1 was a full compliance inspection of the river filtration plant that went well. One comment was that the chlorine gas exhaust from the chlorination room is plumbed to go into the ground, it should go up into the air.

Day 2 resulted in several violations. At Well 1 the pumping rate is above the permitted capacity and the chlorination system is not functioning. At the Howe Township plant, which receives water from Well 10, Well 14 and Campbell Well, there is an absence of chemical feed pumps, which is not in accordance with the current construction permit. As a result, DEP has sent a Notice of Violation letter, dated April 25<sup>th</sup>, which requires the Authority to provide a 30-day written notification outlining a plan to implement appropriate corrective action. Then within 45 days the Authority will be required to provide a schedule indicating how and when corrective actions will be implemented. DEP had noted these deficiencies in a prior report, which is what caused the Notice of Violations from this inspection. Miller will work with Hasemeier to prepare the 30-day and 45-day written reports. To correct the problems at Well 1 will cost \$165, 000 and the chemical feed equipment at the Howe Treatment Plant will cost \$102,000.

In addition, a comprehensive management plan will need to be submitted to DEP by August 22<sup>nd</sup>, in which each water source must be classified as permanent, temporary, or emergency. Once a water sources is classified, it will be difficult to change the classification and permission would be required to use a temporary water source.

Frownfelter brought up the possibility of rolling the cost of the two projects into the meter loan. Hasemeier explained for the USDA loan/grant process that the application will go in for review, taking into consideration the poverty level of our customer base. The Borough, Howe Township and Oliver Township need to be included in the overall determination of the poverty level. Howe Township has a lower percentage at poverty level and Oliver has a higher percentage. Then, USDA will determine if any of the monies can be obtained through grant funding. The Board agrees to wrap the Well 1 expense into the loan and to apply for a CDBG grant to install the chemical feed equipment at the Howe Township treatment plant. If grant monies are not received the expenses of the Howe Treatment Plant will be covered from the operational budget.

2. Water breaks – There were 4 breaks in 2 days due in the area of the paving restoration. All 4 breaks were on the cast iron main, they were identified and repaired. The contractor provided the services to repair the main and the Authority provided the materials. On May 1<sup>st</sup> a boil water notice was issued that affected 27 customers. The boil water notice was lifted on May 6<sup>th</sup> at 2:00 p.m.
3. Update 5<sup>th</sup>/6<sup>th</sup>/Fickes – There have been no new complaints.
4. River Plant operation – Production continues to go well, dependent on the quality of the water coming out of the river.
5. Lead/Copper Testing & DEP Feasibility study – Sampling is continuing, and DEP is expecting a draft plan of action by June 2019.
6. Buffalo Crossings – The Board was given a proposed connection and alignment drawing from the developer regarding an alternate pipe layout, since they have been unsuccessful in getting agreement from the property owners on easement rights. All easements will need to be in the name of the Water Authority. The developers will be reminded during the conference call next week of the need for a developer’s agreement.
7. Well 1 quotes – Nothing new to report
8. Frownfelter stated that the owner of 135 S. Fifth is concerned about the condition of the water due to the dead end. Miller will obtain a sample, test the water and get a certified lab to confirm that the water is bacteriologically safe for human consumption.

#### **SOLICITOR’S REPORT** – Adam Britcher

1. Liens/Sheriff Sales – None this month
2. Personal Property & Real Estate Claims – The real estate claims are moving forward. The Sheriff is in the process of levying the property for the personal property claim on 138 S 4<sup>th</sup> St. A hearing for a personal property claim on 499 N. Front St is scheduled for June 16<sup>th</sup>.

**TREASURER'S REPORT –**

1. Delinquent Accounts – There are 59 accounts on the list with past due balances, 22 of those either have a lien, cannot be turned off, are turned off or have a payment plan.

**Moved by Kaufman, seconded by McNaughton to approve April's Treasurer's report. Motion carried unanimously.**

**Moved by Fahnestock seconded by Robinson to approve April's bills. Motion carried unanimously.**

**Moved by McNaughton, seconded by Kaufman to approve the April Adjustment Report. Motion carried unanimously.**

**APPROVAL OF MINUTES** – Moved by Kaufman, seconded by McNaughton to approve the April 1, 2019 regular meeting minutes. Motion carried unanimously.

**OLD BUSINESS –**

1. Roof repair – Scott Maxwell put a new tin roof on the building and a check for \$505 was received from the insurance claim.
2. Van sale – The van was sold for \$425.

**NEW BUSINESS –**

1. Britcher and Miller are not available for the June 3<sup>rd</sup> meeting, so the meeting is rescheduled for June 5<sup>th</sup>. The new date will be advertised.

**BOARD COMMENTS –**

1. Robinson informed the Board that Raystown will be dropping the water level in the lake by 4 feet.
2. Frownfelter has been notified that New Bloomfield would like their water operator to be allowed to shadow Justin to learn how to operate a surface filtration plant. Miller will coordinate the visits.

**ADJOURNMENT** – Moved by Kaufman, seconded by McNaughton to adjourn the meeting at 8:34P.M. Motion carried unanimously.

Debra Kunish  
Recording Secretary