

NEWPORT BOROUGH WATER AUTHORITY
REGULAR MEETING MINUTES
December 9, 2019

BOARD MEMBERS PRESENT – Penny Frownfelter, Trevor Kaufman and Jerry Robinson. (Fahnestock and McNaughton are absent.)

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

MEETING CALLED TO ORDER – by Chairman Trevor Kaufman at 7:00 P.M.

PUBLIC COMMENT – N/A

ENGINEER'S REPORT – Robert Hasemeier

1. USDA Meter Funding – There has been feedback from the state water engineer and Hasemeier has responded with details that were requested. Sean McElroy is preparing to load information into the USDA data banks, which will require the Water Authority to update registration information.
2. Burger King – Miller commented that the tapping fee has been received, the meter pit has been installed, water is live into the building and the meter is functioning properly. The project has been completed.
3. Buffalo Crossing – Britcher has reviewed the transfer of the deed for the right of way for water and it is ready for Board approval.

Moved by Frownfelter, seconded by Robinson to approve the easement agreement. Motion carried unanimously.

4. Fairgrounds – Nothing to report.
5. DCED grant – The application is due Friday, the 13th. A resolution authorizing the application for the grant and a funding commitment letter specifying use of the funds are required. The letter is presented for Kaufman's signature and a copy is included in the Board packet.

Resolution 2019-4 is to show the Board's authorization to apply for grant funding. Moved by Frownfelter, seconded by Kaufman to approve resolution 2019-4. Motion carried unanimously.

6. Wastewater plant connections – The original plan was to use the same line for potable water service as well as plant service water but the water would not have stayed fresh. To resolve the issue, their engineer has proposed an isolation valve and a 3-inch service line which will provide enough processed water. There is also a 6-inch pipe tap that will provide water for fire service and hydrant. So, there will be two taps onto the distribution system, a 3 inch and a 6 inch. There will be no re-piping and they are planning to abandon the existing pipe. The Board is in agreement that a bill for tapping fees, turn on fees and inspection fees is to be sent to the Sewer Authority.

OPERATIONAL REPORT – Dean Miller

1. Update 5th/6th/Fickes – No new complaints.
2. River Plant operation – The plant continues to operate well; a new ph meter and a new combined effluent turbidity meter are being installed.
3. 233 Market St – This location has a 1-inch commercial line and has added an apartment upstairs, which should be charged at the ¾" residential rate. Muni-Link created a service rate which combines the two rates, so that an additional meter will not be required. The Board has agreed this is the best option.
4. An operations permit has been received for Well #1, showing that the well cannot be used at this time. The permit requires that within 120 days a construction permit be submitted for the replacement of the well pump.

SOLICITOR'S REPORT – Adam Britcher

1. Sewer agreement – The Sewer Authority has agreed to the new terms and revised fees of the contract and the agreement has been signed.

Moved by Frownfelter, seconded by Kaufman to approve the Sewer agreement. Motion carried unanimously.

2. Liens/Sheriff Sales – None this month.
3. Personal Property & Real Estate Claims – The real estate claims are in progress.

TREASURER'S REPORT –

1. Delinquent Accounts –

Moved by Frownfelter, seconded by Robinson to approve the November Treasurer's report. Motion carried unanimously.

Moved by Frownfelter seconded by Robinson to approve the November bills. Motion carried unanimously.

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

APPROVAL OF MINUTES – Moved by Robinson, seconded by Frownfelter to approve the November 9, 2019 regular meeting minutes. Motion carried unanimously.

OLD BUSINESS –

1. Dam sale – There has been another inquiry, Britcher will follow up.
2. Borough water services – The Bond agreement was retired in 2009 and the Authority's obligation has been met. Notice will be sent to the Borough that billing will begin on January 1st.

NEW BUSINESS –

1. PA INVEST account – The account has a balance of less than \$25 and the Board agrees that the account can be closed transferring the funds into the PLGIT special projects account.
2. Penn fire proposal – The contract for a 5-year inspection has been accepted.
3. January meeting date change – The meeting has been moved to January 13th.
4. Christmas party – The party will be held Tuesday, the 24th at noon.

BOARD COMMENTS –

ADJOURNMENT – Moved by Frownfelter, seconded by Robinson to adjourn the meeting at 8:08 P.M. Motion carried unanimously.

Debra Kunish
Recording Secretary