

NEWPORT BOROUGH WATER AUTHORITY
REGULAR MEETING MINUTES
February 10, 2020

BOARD MEMBERS PRESENT – Harry Fahnestock, John McNaughton, and Jerry Robinson. Penny Frownfelter is 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 – None

ENGINEER'S REPORT – Robert Hasemeier

1. CBDG grant – There is nothing to report.
2. DCED small water grant – Miller received a request for proof of matching funds, which was provided to them.
3. Well #1 – Hasemeier will provide the permit modification to DEP by the end of March.
4. USDA Meter Funding – Miller and Hasemeier participated in a conference call with USDA staff on February 3rd. By the end of this quarter, the application with signatures will be firmed up and sent to Washington D.C. The current plan is to have the loan completed by the end of May. Additionally, they have requested a memo with a review of capital costs for the upgrade to Well #1 and the installation of Corrosion Control equipment at the Howe plant. The funds for these projects will not be transferred until the Authority is ready to start a project and it has been out for bid. The number of meters to be included in the funding will need to be confirmed. The handout previously provided to the Board which lists these project costs will be updated. Robinson questioned the replacement of technology for Well #1 and suggested that some meters could be tested to ensure that they do need to be replaced.

**Moved by Fahnestock, seconded by McNaughton to put the testing of meters on hold until funding is approved.
Motion carried unanimously.**

OPERATIONAL REPORT – Dean Miller

1. Update 5th/6th/Fickes – No new complaints.
2. River Plant operation – The chlorine system will be serviced on Wednesday and two valves will need to be serviced in the next couple of weeks. A back up system for the plant SCADA was put in place.
3. The 90-day meter calibration will be done in the next week.
4. HRG, the engineer for the fairgrounds, has inquired about tapping fees and procedures. An application for new service and a copy of the Authority's rules and regulations has been forwarded to them
5. The Howe township sewer project has begun and there are several areas that boring is ongoing. Water lines have been marked and we are continuing to work with their engineers.
6. Fire hydrant – An inspection checklist was developed and will be used for future flushing and inspection.
7. Sewer Authority tapping fee – The tapping fee was calculated at \$11,241 and that figure was given to the Sewer Authority. Britcher stated that the Sewer Authority does not believe that the Water Authority was charged a tapping fee when the River Plant was built. Britcher will research the amount of the tapping fee that Sewer may have waived for Water. The topic is tabled for now.

SOLICITOR'S REPORT – Adam Britcher

1. Liens/Sheriff Sales – There is one sale this month.
2. Personal Property & Real Estate Claims – Nothing to report.

TREASURER'S REPORT –

1. Delinquent Accounts –

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

Moved by Fahnestock seconded by McNaughton to approve the January bills. Motion carried unanimously.

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

APPROVAL OF MINUTES – Moved by McNaughton, seconded by Robinson to approve the January 13, 2020 regular meeting minutes, with the correction that hydrants are flushed once per year, not twice. Motion carried unanimously.

OLD BUSINESS –

1. Dam sale – There was a new inquiry for information. As previously noted, it would require 2 to 5 million dollars to repair the dam and around \$200,000 to tear it down.
2. STD/LTD/Life – A proposal with some options for these benefits was included in the Board packet.

Moved by McNaughton, seconded by Robinson to approve Option 2 for all three benefits, at an annual cost of \$1,700. Motion carried unanimously.

3. Borough water usage – A report with billing amounts is included in the Board packet. An ad hoc committee was created to discuss billing issues. Frownfelter and Kaufman will represent the Water Authority. McNaughton suggested that the bills will be waived for this year.
4. Sewer usage – A report with billing amounts is included in the Board packet.

NEW BUSINESS –

1. 114 Market St – The owner has sent a letter requesting a discount on the outstanding bill so that the property would be more attractive to potential buyers. The Board is in agreement that they will enter into negotiations to settle the account when a serious offer is received. Britcher will research the property to see what current liens are being held against the property.

BOARD COMMENTS –

1. Robinson suggested switching out the current lighting system for LED lights as an energy savings measure, he will obtain quotes for the Board.

ADJOURNMENT – Moved by McNaughton, seconded by Fahnestock to adjourn the meeting at 8:37 P.M. Motion carried unanimously.

Debra Kunish
Recording Secretary