

NEWPORT BOROUGH WATER AUTHORITY
REGULAR MEETING MINUTES – Remote Meeting
May 11, 2020

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

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

MEETING CALLED TO ORDER – by Chairman Trevor Kaufman at 11:31 A.M.

PUBLIC COMMENT – None

ENGINEER'S REPORT –

1. Well #1 - A permit application was submitted for replacement of the well pump.
2. River Plant - A permit application was submitted for production meters and corrosion control chemical addition.
3. Howe Treatment Plant – A required permit application is in progress for corrosion control.
4. PennDOT – More specific information has been received regarding the streets involved in next year's resurfacing project. It is Market St extending on route 34 to Keystone Way, plus a short addition on Market Street going past 4th Street to 5th and 6th Streets and then on 6th Street to Middle Ridge Road. The 6-inch cast iron main on 6th Street is at risk of damage from the street work. A rough cost estimate for replacement is around \$220,000. Work will start March of 2021. They are doing milling and overlay, plus curb and sidewalk in the downtown area. Concern was raised regarding the replacement of curb and sidewalk, since that work is only 15 years old. Hasemeier will discuss concerns with Philip Braff. Miller mentioned we might be able to get partial reimbursement from PennDOT for the replacement of the 6-inch main and will discuss the option of a test pit outside of the PennDOT right of way.
5. USDA Meter Financing – There was a conversation with Sean McElroy regarding packaging the loan application and increases were requested in the amount of \$90,000. The total amount of the loan is now just over one and a quarter million dollars or \$1,277,000 with interest. There is no commitment to expend any of the funds, but the loan documents reserve the money for the Authority. It is a 40-year loan and interest will need to be paid prior to completion of the loan. The interest rate has not been set at this time but will be between 1.375% and 1.875%. Signatures will be required on the loan documents after the loan has been returned from Washington D.C. A resolution has been provided by Hasemeier and Britcher has approved it.

Resolution 2020-1 is to approve the USDA loan and allow the Authority's officers and representatives to sign the loan documents. Moved by Robinson, seconded by Frownfelter to approve Resolution 2020-1. Motion carried unanimously.

OPERATIONAL REPORT – Dean Miller

1. Update 5th/6th/Fickes – No new complaints.
2. Well #10 - The well pump motor failed and was replaced by Modern Pump. The parts were covered under warranty, however there will be an invoice for labor.
3. Coyne Chemical was in for onsite testing with respect to requirements for the installation of corrosion control equipment.
4. River Plant operation – There was some work done on the chlorination system to get it running properly.
5. The leak detection equipment that was ordered has come in and staff received virtual training.

6. There was a complaint about runoff on Bridge Street, in the area of the Water Authority property. DEP received a complaint and reached out to the Water Authority for confirmation that it was not public water. DEP has received the results of the sampling, which show that it is runoff. Frownfelter said the Borough has a plan to put in a swale to divert runoff. Fahnestock and Robinson mentioned there are springs in the area that are contributing to the issue, they will work with the Borough to come to a resolution.

SOLICITOR'S REPORT – Adam Britcher

1. Liens/Sheriff Sales – No sales are scheduled; everything is on hold.
2. Personal Property & Real Estate Claims – All on hold.
3. Sewer connection – No progress on this.

TREASURER'S REPORT –

1. Delinquent Accounts –

Moved by McNaughton, seconded by Frownfelter to approve March and April's Treasurer's report. Motion carried unanimously.

Moved by Frownfelter seconded by McNaughton to approve March and April's bills. Motion carried unanimously.

Moved by Frownfelter, seconded by Robinson to approve the March and April's Adjustment Reports. Motion carried unanimously.

APPROVAL OF MINUTES – Moved by McNaughton, seconded by Fahnestock to approve the March 2, 2020 regular meeting minutes. Motion carried unanimously.

OLD BUSINESS –

1. Audit reports – Sean McElroy needs an electronic copy of the audit; it will be sent to Hasemeier.
2. Borough/Sewer usage – Reports are included in the Board packet.
3. Dam sale – One new inquiry sent to Britcher. Fahnestock mentioned the historical society may be interested in the property.

NEW BUSINESS –

1. Voting June 2nd – The Board is in agreement that the election should not be held in the building this year due to social distancing guidelines. ** Due to the Governor's COVID-19 regulations received after the meeting, the election is to be held in the building as planned.*
2. PNC Bank building – The building must be inspected to determine how many EDU's are in the building. The mortgage company will be contacted to set up a time to enter the building.
3. 135 S. 5th St – A copy of the Rules and Regulations will be sent to the owner with the Board's comments on the situation.
4. June meeting – The Board is in agreement to hold the regular in person meeting on June 1st.
5. Late fees – The Board is in agreement that late fees will not be charged on the June billing.
6. Public comment time limit –

Moved by Fahnestock, seconded by McNaughton to institute a 5-minute time limit on public comment. Motion carried unanimously.

BOARD COMMENTS –

1. Robinson has the new Insurance proposal to be effective on June 10th and will have a discussion with Miller and Hasemeier regarding the value of new equipment at the wells. Robinson has recommended that Cupp is retained as insurance provider.

Moved by Frownfelter, seconded by McNaughton to continue with Cupp as the Authority's insurance carrier. Motion carried unanimously.

ADJOURNMENT – Moved by Robinson, seconded by Fahnestock to adjourn the meeting at 12:28 P.M. Motion carried unanimously.

Debra Kunish
Recording Secretary