

NEWPORT BOROUGH WATER AUTHORITY  
REGULAR MEETING MINUTES  
June 8, 2020 – Remote meeting

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

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

**MEETING CALLED TO ORDER** – by Chairman Trevor Kaufman at 11:35 A.M.

**PUBLIC COMMENT** – None

**ENGINEER'S REPORT** –

1. PennDot proposed repaving – Details are still being discussed but it is likely there will be an impact on the 4" cast iron pipe on that roadway. The proposed area of repaving is from Market to Middle Ridge Road and an area to 6<sup>th</sup> Street. The estimated cost to replace the cast iron pipe in the area of repaving will be around \$50,000 and around \$220,000 to replace all of it. Hasemeier will seek protection of the pipe or funds towards replacement from PennDot.
2. Well #1 CBDG grant – At the Perry County Commissioners meeting it was revealed that the funds for pump replacement at Well # 1 have been approved. The formal documents to accept the funds will be forthcoming. The grant application process for 2020 is now open and is due June 26<sup>th</sup>. This application will be for phase 2 for Well #1, which is funds for technology upgrades for the well. The Board is in agreement to proceed with the application.
3. CBDG grant for COVID response – Perry county will receive approximately \$160,000 to reimburse businesses for losses due to the pandemic. Hasemeier has sought compensation for lost wages due to social distancing guidelines. The coordinator of the funds has responded that those items are non-reimbursable. Hasemeier will continue to look for items the Authority can claim.
4. USDA Meter Financing – Everything on the application has been completed except for proof of publication, which will be sent. Some of the engineering invoices related to the replacement of meters have not been paid, per previous agreement with B&L. B&L is now requesting payment of these invoices prior to completion of funding. Hasemeier suggested that the Authority set up a capital project account and roll the engineering costs into it. Invoices paid by the Authority before funding is received will be considered *in-kind* contribution for the receipt of the CBDG. 40% of the value of the loan has to come from cash or other related expenses on Well #1. The Board is in agreement to hold the invoices for another month or so to be sure of reimbursement after funding, which may be dependent on the timing of both invoices and payments, according to IRS guidelines.
5. Consent order – There is a technicality on page 4 of 9, that states within 5 days on the date of the consent order agreement that the Authority shall be taking monthly raw samples for iron and manganese. Miller stated that the Authority was already complying and within 5 to 7 days there will be 12 consecutive months of those results.

**Moved by Fahnestock, seconded by McNaughton to approve the Consent Order and Agreement. Motion carried unanimously.**

**OPERATIONAL REPORT** – Dean Miller

1. Update 5<sup>th</sup>/6<sup>th</sup>/Fickes – No new complaints.
2. River Plant operation – Residuals were removed by a contractor. This is done twice a year and is the accumulated dirt that is removed from the river water that the plant processes.
3. Howe chlorination equipment – There were some issues but that has been resolved and July 6<sup>th</sup> there will be more intensive repairs.

4. Leak detection equipment is being used and there will be hands on training when restrictions due to the pandemic are eased.
5. COVID 19 requirements were received from the state and to comply with this, notices were posted at the River Plant which lists Miller as the Authority's safety officer.
6. Frank Campbell was in contact with Miller to set up a meeting to discuss the Fairgrounds.

**SOLICITOR'S REPORT** – Adam Britcher

1. Liens/Sheriff Sales – All on hold
2. Personal Property & Real Estate Claims – All on hold
3. Sewer tapping/connection fee – No new information
4. Late fees/collections – Britcher suggested waiting until September before starting the collections process and the Board is in agreement not to charge late fees for the July billing.

**TREASURER'S REPORT** –

1. Delinquent Accounts –

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

**Moved by Fahnestock seconded by McNaughton to approve May bills. Motion carried unanimously.**

**Moved by McNaughton, seconded by Fahnestock to approve the May Adjustment Report. Motion carried unanimously.**

**APPROVAL OF MINUTES** – Moved by McNaughton, seconded by Fahnestock to approve the May 11, 2020 regular meeting minutes, which was conducted remotely. Motion carried unanimously.

**OLD BUSINESS** –

1. Borough/Sewer Usage reports – Letters will be sent to the Borough and the Sewer Authority informing them of the Water Authority's intention to bill for services in the next budget year.
2. Dam sale – No new inquiries.

**NEW BUSINESS** –

1. July Board meeting – The meeting will be held in person with social distancing guidelines, which will require everyone to wear a mask and to remain spaced apart.

**BOARD COMMENTS** – None

**ADJOURNMENT** – Moved by Fahnestock, seconded by McNaughton to adjourn the meeting at 12:17 P.M. Motion carried unanimously.

Debra Kunish  
Recording Secretary