

NEWPORT BOROUGH WATER AUTHORITY  
REGULAR MEETING MINUTES  
July 13, 2020

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

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

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

**PUBLIC COMMENT** –

1. The owner of 15 S 4<sup>th</sup> Street, requested the building be billed for 1 EDU instead of 3 EDU's. The Board is in agreement that the owner would need to unify the building and take out extra service lines to convert the building to one living space.

**ENGINEER'S REPORT** – Report included in Board packet.

**OPERATIONAL REPORT** – Dean Miller

1. Review of Engineer's report
2. Update 5<sup>th</sup>/6<sup>th</sup>/Fickes – No new complaints
3. River Plant operation – The plant has been running well, but the river level is dropping.
4. Howe plant – The chlorination equipment has been replaced.
5. SRBC – The quarterly report has been submitted.
6. Leak detection training is scheduled onsite for Wednesday.

**SOLICITOR'S REPORT** – Adam Britcher

1. Liens/Sheriff Sales – There is one sheriff sale in August.
2. Personal Property & Real Estate Claims – Nothing to report.
3. Sewer tapping/connection fee – Nothing to report.

**TREASURER'S REPORT** –

1. Delinquent Accounts –

**Moved by Frownfelter, seconded by Fahnestock to approve the June Treasurer's report. Motion carried unanimously.**

**Moved by Frownfelter, seconded by McNaughton to approve June bills. Motion carried unanimously.**

**Moved by Frownfelter, seconded by McNaughton to approve the June Adjustment Report. Motion carried unanimously.**

**APPROVAL OF MINUTES** – Moved by Frownfelter, seconded by Fahnestock to approve the June 8, 2020 regular meeting minutes. Motion carried unanimously.

**OLD BUSINESS** –

1. Borough/sewer usage – The fire hydrant on Front Street will need to be excavated to be repaired, at an estimated cost of \$8,000. Miller will get a quote. The water for that customer block will have to be shut down and customers will be on a boil water notice for three days. The Board is in agreement that letters regarding billing for services will not be sent to the Borough or the Sewer Authority.
2. Dam sale – There were three new inquiries.

**NEW BUSINESS –**

1. SEDA-COG funding – A 30-day aging report was sent to SEDA-COG with a letter requesting funds to help customers that have been affected by the pandemic.
2. The Board is in agreement that the November election may be held in the building.
3. No late fees will be charged for August or September. Late fees will begin again on the October billing and notice will be put on the next two billings.
4. Budget work for the next fiscal year will begin.

**BOARD COMMENTS –**

**ADJOURNMENT** – Moved by Fahnestock, seconded by McNaughton to adjourn the meeting at 8:24 P.M. Motion carried unanimously.

Debra Kunish  
Recording Secretary