

NEWPORT BOROUGH WATER AUTHORITY
REGULAR MEETING MINUTES
November 10, 2020

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

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

MEETING CALLED TO ORDER – by Chairman Trevor Kaufman at 6:00 P.M.

PUBLIC COMMENT –

1. Justin Mendinsky with HRG engineering and Paul Britcher, Jr with the fairground committee. The committee was successful in purchasing a parcel of property that abuts the fairground, which will allow space to install utilities. The committee is ready to move forward with the application. They are preparing formal drawings which propose a 2-inch line and no fire service. The project will require about 400 feet of line to go to the pit and they are hoping it will be billed as one EDU. They are expecting to use about 15,000 gallons during fair week. The second phase of the project would be to install an additional 2 to 3 thousand feet of water line in a loop around the fairground.

ENGINEER'S REPORT – Robert Hasemeier

1. Buffalo Crossing – They are still working with PennDot and are hoping to go out for bid by spring for the earthwork, around that time they will work begin the water application.
2. Well #1 pump permit – DEP said it is considered a new well and level monitors will need to be placed at 5 other wells, in a specified radius.
3. The river plant NPDES permit is moving along with requested revisions. DEP will be informed that the mid November deadline may need to be pushed back.
4. CBDG grants – No news, but the funding for Well #1 is moving forward.
5. USDA meter funding – By mid-December the technical specifications for the meters will be submitted. Britcher has been in contact with Pennian Bank, who has offered a rate of 2.6% for the interim loan. The bank fee for the loan will be around \$2,500. The Borough may not need to be involved in this step of the process.
6. CBDG COVID monies for delinquent accounts may be available through an application process. Notice of the relief funds will be put on the bills, on past due notices and in the newspaper, if possible.

OPERATIONAL REPORT – Dean Miller

1. Update 5th/6th/Fickes – No complaints.
2. River plant operation – The residual tanks at the river plant are cleaned twice a year, and that was completed today. The enhanced cleaning efforts of the membranes continues per the new regulations.
3. There have been several conversations regarding the fairground project with the engineer and others.
4. There have been some conference calls with Hasemeier regarding the USDA loan funding.
5. PA rural water was in to update the water system map.
6. A leak was repaired on the 600 block of N Front St, it is a 2-inch galvanized main which provides service to 3 properties. This is the second leak on this line in less than a year. The Authority could consider abandoning that line and then extending Front St service about 1,000 feet to those properties. Miller will research the cost of the project.

SOLICITOR'S REPORT – Adam Britcher

1. Dam sale – No new inquiries.

2. Personal property/Real estate claims – Nothing to report, may not be able to file these types of actions at this time.
3. Liens/Sheriff sales – Nothing to report
4. Jen Caron has been in contact regarding the USDA funding and things are progressing. The loan will be a drawdown as needed with a term of about two years. The interim financing will be for about 1.4 million.

TREASURER'S REPORT –

1. Delinquent accounts -

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

Moved by McNaughton, seconded by Fahnestock to approve October's bills. Motion carried unanimously.

Moved by Robinson, seconded by McNaughton to approve the October Adjustment Report. Motion carried unanimously.

APPROVAL OF MINUTES – moved by Robinson, seconded by Fahnestock to approve October 13, 2020 regular meeting minutes. Motion carried unanimously.

OLD BUSINESS –

1. Borough/Sewer Usage –
2. 114 Market St –

Moved by McNaughton, seconded by Frownfelter to suspend further late fees on the property at 114 Market St. Motion carried unanimously.

3. 2019-2020 Audit – Fieldwork is done, and the audit is progressing. There will be a wait to receive the necessary information from PMRS, since their year-end is calendar.
4. 2020-2021 Budget – The excess dollars will be moved to capital projects and a revised budget will be in the December packet.

NEW BUSINESS –

BOARD COMMENTS –

ADJOURNMENT – Fahnestock moved, seconded by McNaughton to adjourn the meeting at 7:23 P.M. Motion carried unanimously.

Debra Kunish
Recording Secretary