

NEWPORT BOROUGH WATER AUTHORITY  
REGULAR MEETING MINUTES  
January 12, 2021

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

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

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

**PUBLIC COMMENT** –

1. Luke Roman, Perry County Times – Roman asked for the return on investment period or payback period on the meter loan. Kaufman remarked that he will research the topic and provide an answer to Roman. Hasemeier noted that USDA did not require a return on investment to obtain financing for new meters, it was only necessary to show that there will be an increase in revenue. The increase in revenue after installation of new meters is projected to be 20 to 30%. Additionally, the old meters are worn out and the technology for the current meter system is no longer supported.

**ENGINEER'S REPORT** –

1. Barton & Loguidice staff change – Engineer Philip Brath has left B&L but has retained some clients, including the Borough.
2. DEP permits – The construction permit for the River Plant, which includes corrosion control, has been granted. The permit for the Howe plant is still undergoing review and will take another 2 to 3 months to complete.
3. Well #1 – DEP is still reviewing the permit for pump replacement. It will take another 4 to 6 weeks to receive the funding from SEDA-COG. USDA has requested to review any bid documents prior to the issuance for bid. Hasemeier will write a letter formalizing the arrangement with Doris Smith to use her driveway for construction access.
4. USDA Meter Financing – The technical information that USDA needs is still being finalized. The installation specifications that are required for bidding are still in progress. The review by USDA will take another 6 to 8 weeks after everything has been submitted and the bidding process will take about a month. It will likely be spring at the earliest before any of the projects can get underway. It is possible to add additional projects to the loan, such as the resurfacing of 6<sup>th</sup> Street, the replacement on N Front St of about 1,000 feet and the Fickes Lane area replacement. The Board is in agreement to add these additional projects and Sean McElroy at USDA will be notified. Hasemeier and Miller will estimate costs for the projects. The deadline for the addition of any projects is the end of March.
5. CBDG COVID monies – When the funds are released the authority will probably have 6 to 8 weeks to use the money. The funds will be distributed to applicants approved by CBDG.

**OPERATIONAL REPORT** – Dean Miller is absent.

1. Kaufman noted that there was a main break on Christmas Day. Meter pits B and C at Perry Manor were affected, and 16 units were issued boil water notices. The leak has been repaired.

**SOLICITOR'S REPORT** – Adam Britcher

1. Interim meter financing – The official documents for the interim loan from the Bank of Landisburg is included in the Board packet. The loan came in at 1.6%, with \$1,000 in bank fees and no Borough guarantee will be needed. If the resolutions are passed, everything can be finalized at the February 9<sup>th</sup> meeting. The Borough has agreed to back the USDA loan and Frownfelter will obtain a letter for bond counsel formalizing the agreement. A separate checking account will be set up to disburse funds. Prior to payment, invoices will need to go through an approval process.

**Resolution 2021-1 is to accept the Bank of Landisburg proposal, moving forward with the loan and to allow the Authority's officers and representatives to sign the interim loan documents.**

**Moved by McNaughton, seconded by Fahnestock to pass resolution 2021-1. Motion carried unanimously.**

**Resolution 2021-2 is to accept the loan resolution and the legal services agreement to retain bond counsel and attorney Adam Britcher.**

**Moved by McNaughton, seconded by Fahnestock to pass Resolution 2021-2. Motion carried unanimously.**

2. Dam sale – Britcher noted that the Water Authority would like to generate interest to sell the dam and reservoir.
3. Liens/Sheriff Sales – Nothing to report.
4. 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 McNaughton seconded by Fahnestock to approve January bills. Motion carried unanimously.**

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

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

**OLD BUSINESS** – None

**NEW BUSINESS** – None

**BOARD COMMENTS** – None

**ADJOURNMENT** – Moved by Fahnestock, seconded by McNaughton to adjourn the meeting at 6:46 P.M. Motion carried unanimously.

Debra Kunish  
Recording Secretary