

NEWPORT BOROUGH WATER AUTHORITY
REGULAR MEETING MINUTES
December 14, 2021

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

OTHERS PRESENT – Adam Britcher (Solicitor) Robert Hasemeier/Eric Trembly (Engineers) and Dean Miller (Operations Manager).

MEETING CALLED TO ORDER – by Chairwoman Penny Frownfelter at 6:00 P.M.

PUBLIC COMMENT – None

ENGINEER'S REPORT – Robert Hasemeier, Eric Trembly – An engineer's report included in Board packet

1. Meter – DEP has commented on the meter exchange specifications and B&L is working on a response to them. The opening of bids should be posted prior to the January meeting. Approval was received to replace meters 1" or larger, they will be evaluated on a case-by-case basis. Miller will send a purchase order to Exeter. Frownfelter requested a regular update on the budget for the USDA loan.
2. Juniata River crossing – A conceptual design and opinion of cost is included in the Board packet. The project is estimated to cost 2.3 million, however 2.8 million should be requested to allow for contingencies and inflation. The project is completed at this point until grant funding is found.
3. SRBC docket review – A problem with the data for Well #14 was discovered and attempts to resolve the issue are ongoing. The Authority records water levels based on elevation and SRBC measures based on mean sea level. The difference in methods has caused confusion and delay. Reports were submitted quarterly and marked as approved by DEP, however they are now taking a different stance. The notice was put in the paper and certified letters were sent. This process will need to be repeated for Well #10. There will be a meeting with Hasemeier, Trembly, Miller, Justin McNaughton and Control 21 to resolve the calculation and reporting issue.
4. Well #1 – The first part of the project has been completed and water quality testing is ongoing. The budget is getting stressed, since an unanticipated portion of the work will cost approximately \$113,000. USDA duplicated some of the funding, since there was no certainty of receiving the CDBG grant. This may allow some of the funds to be moved around to other areas of the projects.
5. River and Howe Plants – Nothing to report.
6. Buffalo Crossing – Nothing to report.
7. Pay requisition – Pay requisition #7 is ready for Board review in the amount of \$46,013.94.

Moved by Robinson, seconded by McNaughton to approve requisition #7 for payment to B&L. Motion carried unanimously.

8. Hillside Apartments – Nothing to report.
9. PennDot emergency permit – Nothing to report.
10. Modern Pump – B&L will submit to SEDA COG for payment.

Moved by Robinson, seconded by McNaughton to approve the payment request by Modern Pump. Motion carried unanimously.

11. Convenience center – There is one owner but there are two buildings with a common wall, so there will need to be two meters and two separate accounts. A decision will need to be made regarding a course of action for the abandoned water main.

Their tapping fee is based on the projected water usage that the customer put on the application. Usage will need to be reevaluated at some point. Britcher added that the period of time for evaluation may vary depending on the type of business.

The Heller project had a low projected usage on their application. The agreement is to reevaluate in six months and see if the tapping fee is correct. Addition of this reevaluation process will be added to the Rules and Regulations, and on the application. Britcher will amend the Rules and Regulations, and the Board will vote on it during the January meeting.

OPERATIONAL REPORT – Dean Miller

1. Update 5th/6th/Fickes – There have been no complaints in the past month. The auto flushers will remain off until April. Improvements have been made in the amount of sediment in the water and by lessening the amount of iron and manganese, which colors the water. Spot checking will be done in the area to get additional data for analysis in order to determine proper water rates.
2. River Plant operation – The plant is operating well, however still running short on personnel.
3. There will be a water main repair on the bridge, Wednesday morning, with Grosser Excavations. The owner of the company, Rick Grosser, passed away over the weekend, due to COVID.
4. Hillside apartments – The property owner did receive an application and no further action will be taken, until the application and deposit have been submitted to the Authority.

SOLICITOR'S REPORT – Adam Britcher

1. General report – Time was spent working on ways to collect from the top delinquent accounts. The property at 114 Market Street is on hold for another year. The properties at 311 and 313 Walnut Street will be up for judicial sale next year, which will eliminate the debt owed to the Authority.

TREASURER'S REPORT –

1. Delinquent Accounts –

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

Moved by McNaughton, seconded by Robinson to approve the November bills. Motion carried unanimously.

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

APPROVAL OF MINUTES – Moved by McNaughton, seconded by Robinson to approve the November 9, 2021 regular meeting minutes. Motion carried unanimously.

OLD BUSINESS –

1. Vacation/sick time – After Board discussion, a decision was made to approve a formal, written PTO Policy, with a cap on carry over, at the January meeting.

NEW BUSINESS –

1. Capital Blue Cross and United Concordia renewal – The renewal for health care has a 3.3 % increase and the dental care has a 3% renewal. The new rates are effective March 1, 2022.

Motion by McNaughton, seconded by Robinson to accept the Capital Blue Cross and United Concordia renewal. Motion carried unanimously.

2. The Borough Christmas party will be held on Thursday, December 23rd at noon.

BOARD COMMENTS –

1. Howe Dam – Robinson mentioned that he spoke with a person in Liverpool who had expressed interest in the property. Robinson will let them know to contact Britcher for information.
2. Frownfelter mentioned that the ARPA application is still pending.
3. Robinson replaced the belt on the snowblower.

ADJOURNMENT – Moved by McNaughton, seconded by Robinson to adjourn the meeting at 7:17 P.M. Motion carried unanimously.

Debra Kunish
Recording Secretary