

NEWPORT BOROUGH WATER AUTHORITY
REGULAR MEETING MINUTES
June 14, 2022

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

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

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

PUBLIC COMMENT – None

ENGINEER'S REPORT – Robert Hasemeier

1. Meter replacement bid – There has been no word from USDA on whether the Authority is able to accept the apparent low bidder.
2. SRBC – An email has been received from SRBC requesting additional information regarding Wells 10 & 14 permit renewal. The questions have been answered and there has been no further correspondence at this time.
3. Well #1 pump, COSTARS, & PA DEP – The pump for Well #1 has been ordered and the process for installation is moving forward. A Costars quote came in at approximately \$34,000 for total replacement of the disinfection system. If the Board approves the quote, Miller will forward a purchase order for the equipment to Heritage Environmental. The permit modification has been sent to DEP and there will be a separate contract to use the CBDG funds. Since the Authority is procuring the equipment, that should keep the costs of the project down.

McNaughton moved and Robinson seconded to approve the quote for the disinfection system. Motion carried unanimously.

4. River & Howe Plant bid – Additional information has been requested by USDA regarding the authorization to put the flow meters out for bid. There will be a response by the end of June or the beginning of July. The insertion meter will not work as planned and will need a flow meter instead. Space for the meter is an issue.
5. Land Development/Customers – Activity has been noted concerning the Buffalo Crossing project, however since Adam Davis has left the position, no specifics are available.
6. Pay Requisition/Budgets – Requisition # 8 has been revised per USDA request and two additional requisitions, numbers 9 and 10, for outstanding invoices have been written.

Moved by Robinson, seconded by Fahnestock to accept and submit revised requisition number 8A, and requisition numbers 9 and 10. Motion carried unanimously.

7. 5th Street project, Market to Mulberry Streets – Hasemeier is requesting Board approval to release the bid bonds from the two high bids, that are not the apparent low bid. Mid-State is willing to wait for the award and hold their price. The approximate cost of the project is \$144,000.

Moved by Robinson, seconded by McNaughton to release the other bid bonds and to ask the apparent low bidder and the second low bidder to hold their price until approval allows the bid to be accepted. Motion carried unanimously.

8. Market to 6th St & 6th St – PENNDOT has responded to Authority requests for assistance by stating that they will not provide funding for water main repair/replacement regarding the repaving project. The proposed budget, at approximately \$517,000, for this project was included in the Board packet for review. The Borough is replacing curbs and sidewalks, stormwater is only on Sixth Street. Frownfelter will write letters to Representatives, explaining that the mains were there before the road was installed, so PENNDOT should be required to rectify the issues that repaving will cause.
9. New Enterprise – They have started the PENNDOT repaving project on Route 34. Risers and two air release valves have been ordered and are being manufactured. These need to be installed before paving is completed.
10. PENNVEST & USDA loan – The revised budget has been uploaded and the Authority is ready for the next step in the application process. A video meeting is scheduled tomorrow to assist in proper completion of the application.

OPERATIONAL REPORT – Dean Miller

1. The River Plant performance evaluation has been received with recommendations and some violations that need to be addressed. The rating for the evaluation was on the high end of satisfactory. The Authority has 30 days to respond and that will be sent next week.
2. The Consumer Confidence Report is required to be available online to customers by July 1st. The report is in progress and will be ready by the deadline.
3. The operators have been looking for a substantial leak in Howe Township. Outside expertise will be brought in, if the source of the leak cannot be determined.
4. Perry County Fairgrounds – The service to the fairgrounds is now being put in place and they will be tapping the main tomorrow.
5. Lead and Copper testing – The testing window is from June 1st to August 30th, the operators will begin the process to fulfill all requirements.
6. Master Meter training will be scheduled in late August.
7. 214/216 Mulberry is requesting to change the property from 2 houses into one combined house. The property will be inspected, and results presented to the Board.

SOLICITOR'S REPORT – Adam Britcher is absent

TREASURER'S REPORT –

1. Delinquent Accounts –

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

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

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

APPROVAL OF MINUTES – Moved by McNaughton, seconded by Fahnestock to approve the May 10, 2022 regular meeting minutes. Motion carried unanimously.

OLD BUSINESS –

1. Fourth Street laterals – There is concern that the laterals from the curb stop to the meter may need to be replaced. The laterals from the main to the curb stop are ductile, so they do not need to be replaced. The Board could send letters to affected customers, informing them of the need to have any galvanized pipe replaced and that two houses may no longer be connected to the water main with one line. This is an opportunity for customers to save money on these projects due to the Borough's curb project on Fourth Street. Frownfelter will draft a letter for Board approval.

NEW BUSINESS –

1. Insurance renewal – Robinson has received three quotes for the Authority's insurance needs. Cupp Insurance sent in a quote that represented significant savings for the Authority, so that bid has been accepted. A deposit for the renewal has been sent to secure acceptance of the new policy.

Moved by Fahnestock, seconded by Robinson to accept the insurance quote from Cupp insurance. Motion carried unanimously.

BOARD COMMENTS –

1. Frownfelter mentioned that millings will be available from the Borough's road work, if the Authority would have use for them. This has been arranged and the Authority will be able to use some of the millings.

ADJOURNMENT – Moved by Fahnestock, seconded by McNaughton to adjourn the meeting at 7:30 P.M. Motion carried unanimously.

Debra Kunish
Recording Secretary