

NEWPORT BOROUGH WATER AUTHORITY
REGULAR MEETING MINUTES
August 9, 2022

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

OTHERS PRESENT – Adam Britcher (Solicitor) Robert Hasemeier, Kyle Mostik, Darryl Kerns (Engineers) and Dean Miller (Operations Manager).

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

PUBLIC COMMENT – Paul Britcher and Larry Reisinger from the fairgrounds were in attendance to discuss billing. The 2” lines were installed all the way around the fairgrounds. Also, installed were 1” lines, hydrants, drains, and sewer lines. The property is zoned so areas or lines can be flushed out separately. The meter was installed in July, but the water was not turned on and won’t be turned on until August for fair week. They are questioning why they are being charged two EDU’s instead of 1 EDU. Tabled till after fair week.

ENGINEER’S REPORT – Robert Hasemeier, Kyle Mostik and Darryl Kerns.

1. Preconstruction meeting – Letters are being sent out this week. Darryl will be the engineer on the ground for the project.
2. EDU’s – This issue will be revisited after the new meters are installed.
3. McDonald’s – Since two meters have been broken at the business, a new meter will be installed with the requirement that it be put into a pit and they will then be charged for a year of incorrect reads.
4. Meter replacement – The contractors will install meters, noting any problems and will circle back at the end of job to correct issues and install the meters at that time. They will review EDU’s as they go.
5. SRBC – Nothing to report.
6. Well #1 – The pump will be installed by mid-August.
7. River & Howe Plant – The documents were submitted for approval and hopefully will be put out for bid this month.
8. Land Development/Customers – Nothing to report.
9. Pay requisition/budgets – Payment of B&L invoices for work on Well #1 and the new meters with a combined total of \$6,756.50 is being sought with Requisition #11.

Moved by Robinson, seconded by McNaughton to approve Requisition #11 for payment. Motion carried unanimously.

10. PennVest & USDA loans – The loan has been approved and there was a meeting with them for an overview of required documents which will be due by the end of August.
11. 5th Street project, Market to Mulberry – The sewer project has been started. Paving has not been sent out for bid as the project will be scheduled for spring.

Moved by Fahnestock, seconded by Kaufman to approve Mid-State paving for 5th St project. Motion carried unanimously.

Moved by McNaughton, seconded by Kaufman to approve B&L as the engineers for the 5th St project. Motion carried unanimously.

12. Market to 6th Street & 6th Street – The response to PennDot is still being delayed allowing for funding options. PennDot is now considering postponement of the project for two years.

OPERATIONAL REPORT – Dean Miller

1. Paving was done on Route 34, which required risers. These were ordered and installed.
2. SRBC – The quarterly report has been submitted on time.
3. Heller's – The water connection was completed today, and the Board will need to decide the billing size of the meter.
4. 214/216 Mulberry Street – Miller did an inspection of the property, which is a duplex. The owners have put a hole in the wall between the two properties, however the wall has not been finished, and nothing else has been done to turn the two properties into one. Frownfelter will write a letter to the owners explaining the Authority's requirements.
5. 300 Bretz Court – A letter has been received from the customer stating that the meter had not been moved or touched by them. Miller will write a reply informing the customer that a meter pit must be installed, after Britcher has confirmed that the Rules & Regulations support this.
6. Frownfelter stated that sewer separation is starting on the 15th of this month and will include Market Street and 5th Street.

SOLICITOR'S REPORT – Adam Britcher

1. There is one tax sale next month.
2. PennVest – A resolution is required to allow for payment of vendors in advance of loan funds.

Resolution 2022-3 is to allow the Authority to be reimbursed by PENNVEST if payment of vendors is required before the loan funds are obtained.

TREASURER'S REPORT –

1. Delinquent Accounts –

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

Moved by McNaughton seconded by Kaufman to approve July bills. Motion carried unanimously.

Moved by Fahnestock, seconded by Robinson to approve the July Adjustment Report. Motion carried unanimously.

APPROVAL OF MINUTES – Moved by McNaughton seconded by Robinson to approve the July 12, 2022 regular meeting minutes. Motion carried unanimously.

OLD BUSINESS –

1. Fourth Street laterals – Nothing new this month.

NEW BUSINESS –

1. September Board meeting – The meeting has been rescheduled to September 8th.
2. Muni-Link notification module – Miller will look at the module, to be sure it follows DEP notification requirements.
3. 2022-2023 budget – The Board will begin work on a draft budget for the next fiscal year.
4. Bulk water charge – Tabled for the next meeting.

ADJOURNMENT – Moved by Kaufman, seconded by McNaughton to adjourn the meeting at 7:33 P.M.
Motion carried unanimously.

Debra Kunish
Recording Secretary