

NEWPORT BOROUGH WATER AUTHORITY
REGULAR MEETING MINUTES
January 10, 2023

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

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

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

PUBLIC COMMENT – None

Moved by Kaufman, seconded by McNaughton to add Jeffery Ness to the agenda. Motion carried unanimously.

ENGINEER'S REPORT – Robert Hasemeier

1. Meter replacement – Additional meters have been received and the Authority is waiting for scheduling by Newman Plumbing to complete exchanges.
2. SRBC – There was a meeting with Miller, everything has been completed, now just waiting for final review and then renewal.
3. Well #1 – Conversation with Jenni Velez and John Brady indicated that the Authority should proceed with Wells 10 and 14 and skip Well 1 for now.
4. River & Howe Plant – The construction documents are ready for Board signatures. Velez confirmed that the Authority should proceed with ordering the items from Costars. Trying to complete the Consent Order by April 1st as required but the funding is not in place. The erosion unit from Lowry Equipment will take 90 days from date of order.
5. 5th St project – Paperwork is still being processed. Darin Horst from DEP sent a message saying that PennVest will not pay for the street paving. They will only pay trench width plus two feet. Phil Brath said that there were scheduling issues and delays with the Borough. Sewer will pay for half of the paving.
6. Land development – Nothing to report.
7. Pay requisition/budgets – Nothing to report
8. PennVest loan info – Tesra Schlupp said that the Authority will need to complete a loan request and they will convert it into a grant opportunity. Hasemeier will get the forms for this.
9. PADEP report/consent order – Hasemeier has been keeping DEP informed about progress on the bid process.
10. 6th St project – PennDot will be paving in 2024. This project could be ready to go out for bid by early summer, but bids cannot be awarded until funds are secured. B&L will research grant options and present to the Board in March or April. Frownfelter will speak with Tami Halstead about extending the funds. Also, there are two valves on Market Street, between 2nd and 4th, that the boxes are too high. The cast iron box will need to be lowered to street level.
11. On January 1st B&L servers were impacted by ransomware. Incoming and outgoing emails during this time have been lost.

OPERATIONAL REPORT – Dean Miller

1. Sampling for 5th/6th/Fickes – This has not been done. Frownfelter talked with a customer in the sampling area and they reported still having an issue with dirty water. The customer is still replacing water filters once a week.
2. A main leak at 6th and Market was repaired. There was a crack and a hole in the pipe. There was also a pipe that had frozen and then broke under a trailer, in the trailer park. It was running full out and was able to be turned off by the Operator.

SOLICITOR'S REPORT – Adam Britcher

1. General report –The USDA loan expires Feb 1st so an extension will be needed. If the equipment is ordered at the end of this month, delivery will be in May and installation completed by the end of May. Britcher will attempt to extend the loan until September 1st. The performance bonds and the contracts have date errors, which need to be corrected.

Moved by Kaufman, seconded by Robinson to approve the contract for 4M Construction Services, LLC for work on the Howe Township Plant, Well #1 and the Booster Station. Motion carried unanimously.

2. PPL easement Well #1 – There is a new PPL right-of-way because they are redoing the power line above the Oliver Plant.

Moved by McNaughton, seconded by Fahnestock to approve the change in PPL easement language. Motion carried unanimously.

3. Howe Dam – Britcher is working on language for an advertisement, there has been some interest in the property.
4. Oliver trailer park – They are going to redo the individual lot sizes because trailers are bigger now.

TREASURER'S REPORT –

1. Delinquent Accounts –

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

Moved by Robinson seconded by Fahnestock to approve December bills. Motion carried unanimously.

Moved by Robinson, seconded by Kaufman to approve the December Adjustment Report. Motion carried unanimously.

APPROVAL OF MINUTES – Moved by McNaughton, seconded by Robinson to approve the December 22, 2022 regular meeting minutes. Motion carried unanimously.

OLD BUSINESS –

1. Policy/costs for new meter testing – Research on costs is still in progress. Miller received quotes from two companies for about \$500 to test meters, he will get written quotes for the Board. Tabled for next meeting.

NEW BUSINESS –

1. Ness – Jeffery Ness has been off work for several months, will now require surgery and then will be off for 6 months afterwards. Frownfelter will write the letter to Ness and will work up an advertisement.

Moved by Fahnestock, seconded by Robinson to terminate Jeffery Ness due to his inability to return to work after leave, and to advertise the open position. Kaufman voted nay; Motion carried.

BOARD COMMENTS – None

ADJOURNMENT – Moved by Kaufman, seconded by Robinson to adjourn the meeting at 6:53 P.M. Motion carried unanimously.

Debra Kunish
Recording Secretary