

NEWPORT BOROUGH WATER AUTHORITY
REGULAR MEETING MINUTES
March 12, 2024

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

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

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

PUBLIC COMMENT – None

ENGINEER’S REPORT – Robert Hasemeier, Madelyn Grun is absent.

1. SRBC – Nothing to report.
2. River & Howe Plant – The inspections were successful and operation permits have been received.
3. Well #1 – DEP is still reviewing the permit application. There is a chronology of events included in the Board packet. The final designs are still in progress for backwash and the manganese control.
4. Pay requisitions/budget info – Included in the Board packet is a schedule of funds/USDA loan balance. The deadline is mid-June to get all remaining funds under contract.

Pay req #52	WYElectric	\$6,031.75
Pay req #53	Martz	\$30,875.00

Moved by McNaughton, seconded by Robinson to approve Pay Requisitions #52 and #53. Motion carried unanimously.

OPERATIONAL REPORT – Dean Miller

1. A leak repair was carried out on Sixth Street last week and the operators are still looking for other leaks in the area. Also, a leak was repaired at the trailer park.
2. Front St wells – The final well has been connected and the water main has been abandoned.
3. Hillside Manor – The owner has been in contact about connecting the 48 apartments in the complex. There will be a meeting arranged to obtain more details. The owner is looking for a meter pit with meter and the water flow after that will be the responsibility of the owner. Any pressure problems will also be their responsibility. That area is currently receiving a 50% discount, so there needs to be a decision made regarding how that will be handled.
4. AutoZone construction is in progress and the meter pit is being ordered.
5. The River Plant operations permit has been received.
6. The operations permit for the Howe Plant has been received and start up for the corrosion control will begin this week. The Consent Order has been terminated. Sampling for the entry points will be completed tomorrow for this quarter.

7. A PA 1Call for Buffalo Crossing was received yesterday. The Board needs to take into consideration the age of the water line, regardless of whether it is residential or commercial. The water main needs to be replaced prior to any new customers joining the system.
8. The 50% discount for the Fickes Lane area will be reevaluated after the second quarter.

SOLICITOR'S REPORT – Adam Britcher

1. Two sheriff sales are scheduled for April.

TREASURER'S REPORT –

1. Delinquent Accounts –

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

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

Moved by Barlup, seconded by Robinson, to approve the February Adjustment Report. Motion carried unanimously.

APPROVAL OF MINUTES – Moved by Robinson, seconded by Barlup, to approve the February 13, 2024, regular meeting minutes. Motion carried unanimously.

OLD BUSINESS –

1. Icehouse leak – \$3,601 was added to the customer account, which included 154,000 gallons of water overages, outside contractors for digging/repairs, shut off/on fees, and after-hours labor charge. The Board discussed under what circumstance a penalty is incurred for homeowner negligence. The Board agrees that they need to be paid in full by July 1st and water will not be turned on until the account is current and property has been brought up to standard. A certified letter will be sent to them.
2. Muni-Link lead report – This is not available yet, but they are working to complete it as soon as possible, with the October deadline in mind.

NEW BUSINESS –

1. Collection agency – The Board decided not to contract with a collection agency at this time. Other attempts at collection will be attempted.

ADJOURNMENT – Moved by Barlup, seconded by McNaughton, to adjourn the meeting at 7:29 P.M. Motion carried unanimously.

Debra Kunish
Recording Secretary