

**NEWVILLE BOROUGH WATER AND SEWER AUTHORITY
REGULAR MONTHLY MEETING
FEBRUARY 19, 2018 AT 10:00AM**

The regular monthly meeting of the Newville Borough Council was held on Monday, February 19, 2018 at 10:00AM in the Operations Office of the Newville Wastewater Treatment Plant at 99 Cove Avenue, Newville, Pennsylvania. The meeting was called to order at 10:00AM by Chairman Roger Hoover. On roll call, the following members were present: William Barnhart, William Boldosser, Clarence Fry and Roger Hoover. Dylan Griffie was absent due to employment. Also present were: Authority Solicitor Joel W. Rimby, Esquire, William F. Hill, P.E., Timothy Zeigler, Chief Plants Operator, Joseph Lehman, Assistant Plants Operator.

Minutes: A motion was made by Mr. Boldosser, seconded by Mr. Barnhart to approve the minutes of the January 15, 2018 regular monthly meeting. ***Roll Call:*** *Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.*

Citizens Comments: There were no citizen comments.

Reports:

-Borough Manager: The Aged Accounts Receivable Report as of February 16, 2018: Monthly accounts total \$35,216.85; quarterly accounts total \$54,005.90. The Western Emergency Management Association has requested permission to erect a two-bay carport at the authority property on S. High Street. Suggested conditions of approval include: (1) structure must be temporary, (2) location of structure to be determined by the plant operators, (3) must be maintained in good repair at all times by WEMA, (4) WEMA must assume all responsibility and liability for the structure, (5) structure must be constructed to industry standards and must comply with all state and local codes, (6) WEMA must obtain all necessary permits for the placement of the structure. A motion was made by Mr. Barnhart, seconded by Mr. Boldosser to authorize the Authority Solicitor to draft an Agreement for the placement of the temporary structure, on the S. High Street property of the Newville Borough Water and Sewer Authority. ***Roll Call:*** *Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, abstained; Mr. Hoover, yes. Motion was passed with three (3) affirmative and zero (0) negative votes, and one (1) abstention.* An employment notice for the position of Assistant Plant Operator was advertised in the Sentinel, and at the PRWA website. Two applications have been received. The report of the Borough Manager was accepted as presented.

-Chief Plant Operator: Mr. Zeigler reported a water main leak on Fairfield Street was repaired as the result of a recent Leak Detection Survey. The leak was repaired under pressure. During the leak survey, a service line was found to be leaking at a private home on Pennsylvania Avenue. The homeowner was notified. A leak was reported at the intersection of Main and High Streets, but this noise may be attributed to a cross pipe at this location. The report of the Chief Plant Operator was accepted as presented.

-Field Operations: Beam Painting has started to paint the pump room at the Laughlin Mill. A customer on James Drive, North Newton Hills had a question about his meter. An appointment has been set to meet with the homeowner to check the meter and recent meter readings. The report of the Assistant Plants Operator was accepted as presented.

Old Business: There was no old business.

New Business: A motion was made by Mr. Fry, seconded by Mr. Boldosser to ratify the approval to advertise for an Assistant Plant Operator. **Roll Call:** *Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.*

A motion was made by Mr. Barnhart, seconded by Mr. Fry to approve the purchase of twelve (12) ultra-violet lamps and three (3) replacement ballasts from Quartz Lamps Inc. at a cost of \$2,540.00. **Roll Call:** *Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.*

A motion was made by Mr. Barnhart, seconded by Mr. Fry to authorize Control Systems 21 to furnish and install a Sieman's Sitrans DSIII transmitted at the Green Ridge Water Tank at a cost of \$1,521.00. **Roll Call:** *Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.*

The Authority acknowledged the receipt of a request from Jon Neithercoat, Mid Atlantic Construction to blast within close proximity of the NWSA water and sewer mains at the Exeter Property Management Site, 801 Centerville Road, Penn Township. A motion was made by Mr. Fry, seconded by Mr. Barnhart to deny the request to blast within close proximity to the NWSA water and sewer lines near 801 Centerville Road, Penn Township. **Roll Call:** *Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.*

Legal Matters: Three judgements against a Newville Borough property owner were filed at the Cumberland County Courthouse recently as Municipal Liens. Mr. Rimby recently received a telephone call from an Attorney representing Clarius Partners in the development of a distribution center at 3455 Ritner Highway, West Pennsboro Township. Matters discussed included reimbursement fees and dedication agreements. Capacity reservation with NWSA was also discussed. A personnel matter will be discussed in Executive Session.

Engineering Matters: Mr. Hill presented the Chapter 94 Report for 2017. A motion was made by Mr. Boldosser, seconded by Mr. Barnhart to accept the report, and authorize the proper authority official to sign the document and file a copy with the PA DEP. **Roll Call:** *Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.*

Mr. Hill reported that in order to satisfy PA DEP permit requirements, a written statement will be required from the Roberts Filter Group to confirm that the filters were installed according to the manufacturer's specifications.

The permit package for the sludge application at the Hockenberry Farm must be signed and forwarded to the PA DEP. The Borough Manager signed the application.

The Borough Manager was authorized to sign the annual Biosolids Report for submission to the PA DEP on a motion of Mr. Barnhart, seconded by Mr. Fry. **Roll Call:** Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.

Mr. Fry questioned the timing of the water main loop extension across the Mains Farm. Since the work was not completed in the fall, and due to the farmer's concerns regarding planting and soil compaction, an extension of time may be required. Mr. Rimby will contact Attorney Suhr to discuss modifications to the existing Easement Agreements. He will report back at the next meeting.

Customer Account Matters: A motion was made by Mr. Fry, seconded by Mr. Barnhart to approve sewer forgiveness in the amount of \$79.56 due to a water leak, for Gary Mentzer, 40 Shepherd Road, Newville, Account #0948, and to issue a revised bill in the amount of \$260.09. **Roll Call:** Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.

A motion was made by Mr. Barnhart, seconded by Mr. Fry to approve sewer forgiveness in the amount of \$88.92 due to a water leak, for Lestor Brickner, 80 West Main Street, Newville, Account #0218, and to issue a revised bill in the amount of \$271.80. **Roll Call:** Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.

A water leak was discovered on the service line at 113 Fairfield Street, the property of William Owens. The leak was found during the recent survey. A motion was made by Mr. Barnhart, seconded by Mr. Boldosser to send a letter to the customer advising that the leak must be repaired in fifteen (15) days. **Roll Call:** Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.

Correspondence: A letter was received from the Pennsylvania Department of Environmental Protection dated January 18, 2018 authorizing a permit for the re-hab of the Roberts Filter at the Cool Spring Water Treatment Plant.

Finances:

A motion was made by Mr. Barnhart, seconded by Mr. Boldosser to approve the payment of water fund bills totaling \$6,746.73. **Roll Call:** Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.

A motion was made by Mr. Boldosser, seconded by Mr. Fry to approve the payment of sewer fund bills totaling \$11,985.63. **Roll Call:** Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.

There were no escrow fund bills.

Executive Session: Chairman Hoover announced the Authority Board will meet in Executive Session to discuss a personnel matter. A vote will follow the Executive Session. The Authority Board adjourned to Executive Session at 10:55AM and returned to regular session at 11:21AM.

A motion was made by Mr. Boldosser, seconded by Mr. Barnhart to authorize the Borough Manager to meet with Aaron Stonebraker, Utility Worker, regarding his job performance. **Roll Call:** Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.

Adjournment: With no further business to come before the Newville Borough Water and Sewer Authority, the meeting was adjourned at 11:25AM on a motion of Mr. Barnhart, seconded by Mr. Fry. **Roll Call:** Mr. Barnhart, yes; Mr. Boldosser, yes; Mr. Fry, yes; Mr. Hoover, yes. Motion was passed with four (4) affirmative and zero (0) negative votes.

The next meeting of the Newville Borough Water and Sewer Authority will be held on March 19, 2018 at 7:00PM in the Operations Office of the WWTP at 99 Cove Avenue, Newville, Pennsylvania.

MINUTES RECORDED BY:



Fred A. Potzer, Borough Manager/Secretary