**SOUTHWEST WARREN COUNTY MUNICIPAL AUTHORITY**

**MEETING MINUTES**

**APRIL 8, 2021**

Being a quorum present, the meeting was called to order by Authority Vice Chairman Jeremy Nicholson with the Pledge of Allegiance promptly at 7:00 PM in the Tidioute Borough Office located at 129 Main Street. Those in attendance were:

**Chairman Steve Morrison Jeremy Nicholson**

**Albert Colbert David Paulmier**

**Irene Gorman Jeff Holcomb, Engineer**

**Ryan R, Engineer Crystal Heenan, Office Manager**

**Frank Buccardo, Maintenance Supervisor Tim Carll, Operator**

**Guests: None**

**Public Comment:** None

Office Manager Crystal Heenan noted Chairman Steve Morrison called to say he would be attending late due to work obligations.

**Minutes:** David Paulmier moved to approve the minutes of the previous meeting as presented, second by Irene Gorman, motion carried with all in favor.

**Maintenance Report:** A written report was given to each member from Maintenance Supervisor Frank Buccardo which he read aloud. He reported the sand in bay #4 has been vacuumed out readying it for the new filtration sand to arrive. A leak was repaired at Tidioute Oil, installation of new meters continues with a few more installed in recent weeks. A meeting has been set up with Heather Wilcox of Dirt and Gravel roads for May 12th, to discuss Campbell Hill and other Borough Streets. Plows have been removed from Borough trucks and employees have began mowing. Dave Paulmier asked how many more meters need to be installed and was told by Mr. Buccardo approximately 200 more. A large water leak at the residence of Candance Fain was discussed at length. A new meter has been installed at the request of the resident however, the water remains off until the owner makes the necessary repairs. The leak is past the meter and therefore the owner’s responsibility. Charges for the sewer portion of the leak will be forgiven and water service reinstated upon the completion of the repairs.

**Engineer:** Jeff Holcomb introduced Ryan R who will replace Mr. Holcomb as the Authority’s acting Engineer moving forward. (This was done upon the Authority’s request) Mr. Holcomb explained that he will continue to work with Ryan to update him on current projects and share past information. He noted the Consent Order and Agreement has been going on for more than a year and therefore there are things Ryan would not be aware of. Mr. Holcomb reported that DEP seems happy with the redesign of the chlorine contact time project at the water filtration plant with minor comments received. They are working to get the permit needed by May 5th so the Pennvest application can be submitted by that date. It is important to know that this project is included in the application and therefore the permit is needed. The previous February deadline was missed for this reason. Jeff assured the board that they will keep up with the comments DEP gives to ensure the May 5th deadline is met.

**Operator Report:** Tim Carll reported bay #4 has been cleaned out. New sand is being installed with five loads last week and two more loads coming this week. The price of sand has been locked in with the acceptance of the bid at last month’s meeting. The fill pipe has been fixed. We received approval of the letter of no prejudice by Pennvest. This ensures that we can still be reimbursed for the cost of the sand even though work has begun. The cost of sand replacement for three bays is included in the Pennvest application. The chlorine booster tank is up and running ahead of schedule with a due date of October 1, 2021. Tim reported TTHM levels for the first quarter of this year are now below the max levels for the first time in over a year. Pumps at the sewer plant damaged by flooding are currently being replaced by RAM industries. The insurance company finally gave the go ahead to move forward. Office Manager Crystal Heenan noted we have received approximately $16,000.00 from insurance so far with a quoted 63,000.00 total cost from RAM Industries. Members suggested the lift stations be checked every day with a check sheet kept at the sewer plant. The drying beds at the sewer plant have been cleaned out with sludge ready to be hauled to the transfer station in Pittsfield.

**New and Old Business:**

* Dave Paulmier made a motion to move all Authority accounts to the new Tidioute Branch of Kinzua Credit Union. The motion was seconded by Al Colbert and passed unanimously.

Jeremy Nicholson moved to approve the Treasurer’s Report and pay the bills, the motion was seconded by Albert Colbert and passed with all in favor. Members reviewed the delinquent public utility customer list. A motion to adjourn was made by Jeremy Nicholson, seconded by Dave Paulmier, and passed with all in favor. Meeting was adjourned at 8:05 pm.

Respectfully submitted:

Crystal Heenan, Office Manager

*Approved: May 13, 2021*