**SOUTHWEST WARREN COUNTY MUNICIPAL AUTHORITY**

**MEETING MINUTES**

**December 09, 2021**

Being a quorum present, the meeting was called to order by Authority Chairman Steve Morrison 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**

**David Manning David Paulmier Irene Gorman Frank Buccardo, Maintenance Supervisor**

**Ryan Reitz, Engineer**

**Karrah Redick, Office Clerk**

**Public Comment:** None

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

**Engineer:** Mr. Reitz stated that they have had a couple of pre-construction meetings with the contractors who are working on the Pennvest projects. E&M Engineers is reviewing submittals for the project once they are received. The change order for the electrical work was submitted to Pennvest and DEP on 12/08/21. Mealy, who is working on the Elm Street water line project is having issues with material supplies and will not be able to begin construction until the late winter at the earliest. Showman, who is working on the water filtration plant modifications is not having supply issues and would like to proceed with construction in early winter. Showman would like to be able to begin construction with the pre-cast tank in early spring.

There was an issue with the filter sand replacement. The sand was accidentally purchased from R.W.Sidley and not E&W Equipment who is the contracted supplier. Pennvest was made aware of the mistake and advised that SWCMA resolve the issue as they see fit. Pennvest will not reimburse sand that was not invoiced by the contracted supplier. SWCMA employees are working to resolve the issue.

**Maintenance Report:** Frank Buccardo reported that they cleaned out Bay #1 at the water plant and filter bed #3 is back online. They installed the new 55 gallon soda ash chemical feed container. The maintenance department also marked water lines for Dollar General on the blueprint provided. Mr. Buccardo explained the procedures of water line hook up to those building the Dollar General Mr. Buccardo They also installed a pet waste station that was donated by Alan Hess at the park by the Boat Launch. Mr. Buccardo also talked with Jon Wilson of Penndot about a plan to repair Pleasant, Economy, Church, and Chestnut St soon. The department also removed the dock for the season and installed a No Outlet sign on McGuire St.

Frank also asked the board to sign a purchase order for a soda ash tank, which they agreed to sign. The furnace in the garage is having issues and will not work correctly. Mr. Buccardo received two quotes so far to repair the furnace. He is looking for a third quote. There is someone who is coming to look at the water storage tank to find a way to prevent the overflow into the tank from spilling on the ground. They are hoping to get the chlorine booster tanks to communicate with the valves in the storage tank through Bluetooth. This should help reduce the waste of water. The Standard Operating Procedures are due to DEP on the 15th of December. The SOP’s are a manual made to guide someone who does not know anything about the plant through the daily operations in case the operator is unavailable. Mr. Manning offered to take the SOP and run through the plant to see if the SOP’s are descriptive enough to guide someone who has never been to the plant.

Mr. Buccardo also asked about a situation with a customer. Ms. Lecker owns a duplex which she rents out. She has requested that a new meter be put in so that each side of the duplex has their own reading. The board told Mr. Buccardo to look into a meter pit that holds two meters to save on the cost of putting in two separate pits.

**New and Old Business:**

* Mr. Paulmier has agreed to serve another term with SWCMA upon approval from the Borough Council.
* The board will look over the budget and approve it in January 2022.
* The board discussed the possible marketing of the Limestone Ballfield. They suggested putting in a hotel or campground. Mr. Morrison said they will table the issue.

David Paulmier moved to approve the Treasurer’s Report and pay the bills, the motion was seconded by Jeremy Nicholson and passed with all in favor. Members reviewed the delinquent public utility customer list.

A motion to adjourn was made by David Paulmier, seconded by Manning, and passed with all in favor. Meeting was adjourned at 7:52 pm.

Respectfully submitted:

Karrah Redick, Office Clerk

*Approved:*