**SOUTHWEST WARREN COUNTY MUNICIPAL AUTHORITY**

**MEETING MINUTES**

**MAY 12, 2022**

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:

**Steve Morrison, Chairman David J. Manning**

**David Paulmier Irene Gorman**

**Jeremy Nicholson Crystal Heenan, Borough Manager**

**Ryan Reitz, Engineer Frank Buccardo, Maintenance Supervisor**

**Public Comment:** None

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

**Engineer:** The engineer reported not much activity with the water plant improvement project as things are stalled while we wait on the approval of drawings for the water holding tank. A pay estimate from the contractor of the project for stored items was presented for approval and signature. Chairman Steve Morrison signed the estimate while a motion was made for approval by David Paulmier, second from David Manning and passed unanimously. The twenty four inch waterline has been approved with an electric easement needed. Verizon has been notified.

**Maintenance Report:** Frank Buccardo reported he contacted DEP to ask for an extension of the deadline set for the sand replacement for the last bay which was granted. Mealy is almost done with the Elm Street waterline project. A meeting with PennDot is scheduled to review the specifications for the milling and overlay repairs needed on Elm Street. Alan Poyer of DEP performed a surprise visit today at the sewer plant asking what work has been done since his last visit several weeks ago. Since all the required repairs have not been completed, Mr. Poyer gave a deadline of May 26th, 2022. After that date a violation will be written, and penalty issued for all incomplete tasks. Frank reported it took ten hours for the two man maintenance employees to fix the clarifier. Board members agreed with Frank that the sewer plant will need to be a top priority and overtime hours may be used if needed to complete the work. Mr. David Paulmier asked Supervisor Buccardo if employee Ryan Williams is able to operate the backhoe and was told that he could however, he cannot operate it fully, specifically, he cannot operate the hoe on the backhoe. Mr. Buccardo added that he practices when time permits. Mr. Paulmier requested that the ten meters per month that are required to be installed be listed in the monthly maintenance report.

**New and Old Business:**

* Mr. David Paulmier made a motion to try and sell the 8-24 inch reducer on not needed for the water plant improvement project. The motion was seconded by David Manning and passed unanimously.
* A motion was made by David Manning adopting the following pump policy: Residential pressure pumps and grinder pumps are the responsibility of the homeowner. The motion was seconded by David Paulmier and passed unanimously.

David Paulmier moved to approve the Treasurer’s Report and pay the bills, the motion was seconded by David Manning and passed with all in favor. Members reviewed the delinquent public utility customer list. David Paulmier stated he feels a refund is in order for the customer at 18 Tippy Lane who was recently incorrectly charged for a new service when he already had a meter. Supervisor Buccardo stated the existing meter was found while excavating the site. All agreed a refund is due the customer.

A motion to adjourn was made by Irene Gorman, seconded by David Manning, and passed with all in favor. Meeting was adjourned at 8:20pm.

Respectfully submitted:

Crystal Heenan, Borough Manager

Tidioute Borough

*Approved: June 9, 2022*