**SOUTHWEST WARREN COUNTY MUNICIPAL AUTHORITY**

**MEETING MINUTES**

**May 11, 2023**

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 Paulmier David Manning Robert Konkle Ryan Williams, Maintenance**

**Amanda Mesel, Office Manager Mary Watson, Administrative Assistant**

**Public**: No public comment

**Minutes:** A motion was made to approve the minutes from the April meeting by David Paulmier and seconded by David Manning. Motion passed unanimously.

David Paulmier moved to approve the Treasurer’s Report and pay monthly bills, seconded by David Manning. Motion passed unanimously.

**Maintenance Report:** A maintenance report handout was provided to the Authority board.

* Ryan Williams, Maintenance reported that he is still working on the Filter Bed Evaluation. A discussion was had on the amount of time the reports take and if going forward the new system will make things easier.
* Ryan Williams reported that the water allocation has been submitted.
* A discussion was had on whether to bill 31 Main Street for the replacement meter since that damage seems to be because it froze. All members were in favor.
* A discussion was had on whether to bill 16330 Route 62 for the work done to get them water when the issue ended up being the customer’s fault. After discussion, it was determined that it was partly on us, but the customer needed to pay some portion. All members were in favor of billing the customer for $300.
* A motion was made by David Paulmier to file an insurance claim for the backhoe window, seconded by Rob Konkle. The motion passed unanimously.

**New Business:**

1. David Manning moved to pay the annual fee of $2,000 to the Department of Environmental Protection based on the PWS population, seconded by David Paulmier. The motion passed unanimously.
2. Amanda Mesel reported on the Service Line Inventory letter she received from the Department of Environmental Protection which needs to be completed by October 16, 2024. After discussion it was suggested that it be started now so that a few lines can be inventoried at a time instead of all at once.
3. Amanda Mesel reported that Limestone Township gave Southwest Warren County Municipal Authority a check for $12,950.02 from American Rescue Plan monies, to be used for water. Amanda reported that she will attend Limestone’s meeting to ask their supervisors what they thought the money should be used for. Ideas Authority members proposed included line survey, meters, and meter buttons that can be read by driving past.
4. David Paulmier motioned to approve the hiring of Talon Mesel for the part-time seasonal employee, seconded by Rob Konkle. Motion passed unanimously.
5. Mary Watson had talked to residents at 22 Kinnear Street, they previously had an RV in the yard hooked to the water and sewer at their house and were paying two water and sewer base fees. The resident requested it be removed as the RV has been removed and will not be returning. All members were in favor.

**Old Business:**

1. Motion to approve quote from Atlantic Underwater Services Inc for the inspection of the water holding tank: $1,950.00. The last date was in 2018. TABLED
2. Incentive on water/sewage bill for active fire department members. REMOVED due to no clear and fair way to execute.
3. Department of Environmental Notice of Breach letter received for 2022 Annual Filter Bed Evaluation Report as required by the Consent Order and Agreement.
4. NPDES sewage permit renewal due July 2023. Renews every five years. Contacted CWM to complete.
5. Sewer connection for 25 Main Street update: Agreement received from customer and neighboring property owner. Contractor contacted. Contractor expects it to be Later in May.
6. Diane Jameson- sewage line connection update. Certified letter never received. After lengthy discussion, the Authority members agreed that Diane should consult a lawyer as it is not Southwest Warren County Municipal Authority’s issue to make the neighbor fix her driveway and yard. Ryan Williams believes that the sewage connection is ok, he has not seen anything that is concerning to him. David Manning made a motion to this effect, seconded by David Paulmier. The motion passed unanimously.

**Correspondence:**

* All correspondence was reviewed by the Authority with no further questions.

Members reviewed the delinquent public utility customer list. A motion to adjourn was made by David Manning and seconded by Ron Konkle and passed unanimously. The meeting was adjourned at 8:51 pm.

Respectfully submitted:

Mary Watson, Administrative Assistant

*Approved: June 8, 2023*