**SOUTHWEST WARREN COUNTY MUNICIPAL AUTHORITY**

**MEETING MINUTES**

**JULY 13, 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 Jeremy Nicholson**

**Rob Konkle Ryan Williams, Maintenance Amanda Mesel, Borough Manager Mary Watson, Administrative Assistant**

**Public:** No public attendance

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

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

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

* Ryan Williams, Maintenance, reported that he has been in contact with RAM Industries who are completing the lift station valve repair work. Everything is set up and ready to go, RAM has been in contact with Pipe Eye as well and they set, too. Ryan reported that the work is set to begin Monday, July 17th, RAM will be there until the job is complete, Pipe Eye should only be there maybe two days at best.
* Ryan Williams also reported that he had repaired the pump near the Tidioute Towers. Dave Paulmier asked what was causing problems with the pump. Ryan reported that it was a variety of different things each time, wipes, sanitary products, and such. After lengthy discussion, it was determined that more than likely this problem is not coming directly from the Towers, but from other residents, as well.
* A discussion was had on Department of Environmental Protection’s Service Line Inventory (SLI) due by October 16, 2024. Amanda Mesel reported that she had watched the videos, looked over the information with Ryan Williams, and the office staff had looked at Pennsylvania American Water’s website to see what they were doing. PA American Water is sending a postcard to residents asking them to call in or use a website to answer twelve questions. They are contracting this out to a company called Greeley and Hansen. David Paulmier will try and get a hold of the twelve questions they are asking.

**New Business:**

1. Amanda Mesel brought up that it has been reported to her that LJ Romans has a trailer in the back parking lot that at times has an electric cord and hose connected to it. Amanda brought it to SWCMA’s attention on whether they wanted to add additional base fees, since it is a separate living space. Amanda reported that Warren County Planning and Zoning is addressing the Camper situation in town. After discussion, the Authority members decided to TABLE the matter until we know more information from Planning and Zoning.
2. Amanda Mesel reported that Blair Miller from Miller Septic called her to inform her that he is no longer permitted to haul digester sludge to Corry’s sewage plant. The nearest place he can take it would be to Westfield, NY, which would raise our price for hauling.
3. David Manning moved to approve the quote from Pipe Eye to assist with the Lift Station project, seconded by Rob Konkle. The motion passed unanimously. Amanda Mesel reached out to three companies and Pipe Eye was the only that was able to do the work.
4. David Paulmier moved to approve the hiring of a third full-time maintenance person, seconded by Jeremy Nicholson. The motion passed unanimously.
5. A discussion was held, since Steve Morrison was appointed to the Council there needs to be a second SWCMA representative for the Personnel Committee. David Manning volunteered.

**Old Business:**

1. 53 Grant Street paid their initial amount to have water/sewer connected of $1,136.30. The owner hired Corey Nicholson to complete the work along with the Maintenance Department. The work was completed. Amanda Mesel reported that Ryan Williams was only on the job for one hour, the owner will be billed for that hour.
2. A discussion was had on the sewer issue at 197 Main Street. Ryan Williams provided a drawing and answered questions from the Authority. After discussion, the Authority believes that it is their service line and should therefore be the residents’ responsibility. The Authority suggested a letter be sent informing them of this decision.
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. Sewer connection for 25 Main Street update: Waiting for Contractor to set date.
5. Department of Environmental Protection initial Service Line Inventory (SLI) by October 16, 2024, which include SWCMA and customer lines that are lead and copper. TABLED
6. 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

**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 Jeremy Nicholson and passed unanimously. The meeting was adjourned at 8:02 pm.

Respectfully submitted:

Mary Watson, Administrative Assistant

*Approved: August 10, 2023*