**SOUTHWEST WARREN COUNTY MUNICIPAL AUTHORITY**

**MEETING MINUTES**

**October 12, 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 Rob Konkle**

**Jeremy Nicholson Ryan Williams, Maintenance**

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

**Public:** No public presence

**Minutes:** A motion was made to approve the minutes from the September meeting by David Manning and seconded by Rob Konkle. 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.

* The two new chlorine regulators were installed by Heritage Environmental on October 11, 2023.
* Ryan Williams reported that the flow meter purchased for bay three is the wrong size and he will investigate possibly returning and getting the appropriate one.
* Ryan reported on the report from the Department of Environmental Protection from the recent inspection. He also had talked to Aaron Serene from CWM Environmental. Ryan passed out some unofficial quotes he looked up on the necessary items needed to satisfy DEP.
* The Authority Board also brought up that they would like both generators, one at the water plant and one at the sewer plant, to be serviced. Ryan will set this up.
* Ryan reported that the sewer connection at 25 Main Street in conjunction with Corey Nicholson has been complete on our end.

**New Business:**

1. The DEP inspection report was discussed.
2. 5 Grant property requesting to disconnect from water service due to house fire and unsure if they will be rebuild. The Authority board was in favor of this request.
3. A discussion was had on the ruling from the August meeting where the property owner at 153 Main Street requested to go from four base fees to two, after renovations. At the September meeting it was brought up that the property owner should have been asked to provide proof that the kitchens were removed. After discussion, the Authority board agreed that next time this should addressed.

**Old Business:**

1. No update on the ISO Public Protection Survey.
2. Amanda Mesel reported that she will have a budget prepared for the November meeting to approve.
3. A discussion was held on the DEP initial Service Line Inventory (SLI) due by October 16, 2024. Amanda Mesel reported that she has been discussing it but the office staff will get a letter drawn up and start a computer log.

**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 Paulmier and seconded by Rob Konkle and passed unanimously. The meeting was adjourned at 8:09 pm.

Respectfully submitted:

Mary Watson, Administrative Assistant

*Approved: November 9, 2023*