

Clarion Borough Stormwater Authority Minutes of December 12, 2019

Present were Vice Chairman Ben Aaron, Treasurer Charles Bartley, Secretary Tom DiStefano and Board Member Bill Miller. Also in attendance were Borough Projects Coordinator Todd Colosimo, Authority Assistant Jessica Schwabenbauer, Borough Secretary Linda LaVan-Preston, Borough Council President Carol Lapinto, and Clarion Borough residents Gary Purinton, Starla Purinton, Sandy Gatesman, Carole Anderson, Jill Johns, Nripendra Singh and Tanuj Singh.

Mr. Aaron called the meeting to order at 5:30 p.m. Mr. Miller moved to approve the minutes of the Oct. 24, 2019, meeting, Mr. DiStefano seconded; Mr. Bartley abstained and all others were in favor.

Mr. Aaron said the Authority's budget for 2020 was approved by Clarion Borough Council during the previous week.

Mr. Colosimo presented a list of suggested meeting dates for 2020, mirroring the days and times of 2019 meetings, and the meeting dates can be publicly advertised within a week. The Authority must elect officers in its first meeting of the year. Mr. Aaron noted the first meeting would be held after the Borough Council's reorganization meeting because an authority member is up for re-appointment by Borough Council. Mr. Miller moved to approve meeting dates for 2020, Mr. Bartley seconded; all were in favor.

Mr. Colosimo said no new appeals of impervious area (IA) assessments have been received and no received appeals have been cleared.

Mr. Colosimo reported on the progress by HRG engineers to remove public sidewalks from property owners' IA assessments. HRG will forward the data when completed, and the Authority will review and confirm sidewalk ownership.

There was a discussion of whether assessment appeals received so far regarding measurements and evidence submitted by landowners are complete. Mrs. Schwabenbauer noted that the appeal form indicates measurements are optional. Mr. Aaron noted that requiring measurements might discourage frivolous appeals.

Mr. Colosimo said Authority solicitor Lee Stinnett advises that IA assessments of properties that straddle municipal boundaries should include only the IA situated within the borough, regardless of how the property is taxed. Mr. Miller moved that the Authority only charge property owners based on the IA within the Borough; Mr. Bartley seconded and all were in favor.

Mr. Colosimo reported on progress toward putting billing software in place; most of the issues have been cleared up and the project is on schedule. He said the format of the invoice is under review. The Authority's bank account is now active and contains \$5 to keep it active.

Mr. Colosimo said the Authority's insurance policies are now in effect; the Borough has covered the first insurance bill. The bonding for Authority officials is still being developed.

Mr. Colosimo said the general services agreement with HRG is ready for signatures; the agreement is for one year, includes no retainer and is request driven. There is no set billing rate.

Mr. Colosimo said Mr. Stinnett is reviewing the transfer of the Center Place Project from the Borough to the Authority. The Authority cannot take possession until it begins billing, and Mr. Stinnett is considering whether the Borough should keep the project, with the Authority making payments to the Borough. The payments could be around \$4,000 a month. Mrs. LaVan-Preston discussed possible financial arrangements.

Mr. Colosimo said the Authority's application to the Pennsylvania Small Water and Sewer grant program should be submitted before the December 13 deadline. The grant proposal would be for \$425,000 with a \$75,000 match to address work at five sites. Mrs. Lapinto said the Borough is doing this through the Delta Development Group and the borough will provide the matching funds; the grant award should be announced in April. Mr. Colosimo suggested that the five projects be carried out under one contract with one contractor. There was a general discussion of projects and grant funding.

Mr. Colosimo discussed the decisions to be made at the Authority's January reorganization meeting, including the election of officers and appointment of a solicitor.

Borough residents reported on a drainage problem along Gemmell Drive; the problem apparently stems from a stormwater drain situated in the wrong place which causes ponding on the road and an ice hazard in the winter. Mrs. LaVan-Preston said Borough crews try to address the problem when it arises. Mr. Aaron said there are multiple sites in the borough with similar problems and they can be addressed when funding is available.

Mr. Colosimo described preliminary plans to install inlets and piping to correct the problem on Gemmell and Tippin drives and the hillside in that area. Should the borough win the Pennsylvania Small Water and Sewer grant, work could be done in 2020. Mrs. LaVan-Preston said she would keep Borough crews apprised of problems in that neighborhood.

Mr. DiStefano moved to adjourn at 6:16 p.m., Mr. Miller seconded and all were in favor.

Attest:

Date:

Tom DiStefano, Authority Secretary