Myerstown, PA 17067

February 10, 2022

Chairman Steven Hammer called the regular monthly meeting to order at 7:01 p.m., prevailing time. The meeting was held in the Conference Room of the Myerstown Water Treatment Facility situated at 601 Stracks Dam Road, Myerstown, PA, 17067.

ROLL CALL:

Present were: Chairman Steven Hammer; Treasurer Bryan Rittle; Secretary Brian Ziegler; Asst. Treas. Justin Kale; Vice Chairman Patrick Angley; Engineer Farley F. Fry; Solicitor Kenneth Sandoe; Operations Manager Chris Strause; and Assistant Secretary Terry Miller.

MINUTES:

Motion by Mr. Ziegler: Second by Mr. Rittle: To approve the minutes of the January 13, 2022 meeting as distributed. Motion passed unanimously.

Mr. Kale abstained from the vote, due to his absence from the January 13, 2022 meeting.

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Justin Kale

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

1. IRS letter stating nothing is owed from past years
2. 2022 Approved PMAA Rate Structure letter
3. PMAA Board Member Training letter
4. EPA letter stating testing procedures for various chemicals starting 2025

INVOICES:

Motion by Mr. Rittle: Second by Mr. Angley: To approve payment of the invoices as presented and attached. Motion passed unanimously.

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FINANCIAL REPORT:

Was reviewed. Mr. Strause noted Residential revenue is down compared to last year. He spot checked it to make sure the rate increase was included. He will continue to monitor it.

OPERATIONS REPORT FOR FEBRUARY 2022:

1. Cycle #3’s meters were read for the month of February 2022.

2. 37 PA One Calls were responded to in January 2022.

3. Well Levels: #3- 9’ Static, #5- 24’ Pumping, #6- 12’ Static, #8- 10’ Static

4. An external antenna was installed on the WWSB, by GES.

5. I Spoke with Derstine about the Filter Media Replacement, they stated they are waiting on the media companies for confirmation on when the material can be delivered.

6. The Stoneridge Fire Service vault has been approved and ordered. L&B Water would not release the ordered until I signed off on the plans.

7. I will be meeting with the Auditors February 15, 2022 to start the 2021 Audit. The authority’s audit will probably be delayed again due to PMRS’s delay with 2020 statements.

8. I have two quotes to review for Well# 3.

9. I met with both landowners for the new transmission main easements. I gave them plans for their review that showed the location of the new main, and the old main where the easements will be terminated.

10. I have a quote from Core & Main on the new Kamstrup meters. I only received the quote today for review.

11. The plant took another electrical surge which has now knocked out the surge protectors on Well #6. So new units will need to be installed.

12. The four water plant garage doors are getting new safety strips and thresholds at a cost of $3,285.80. They have been giving us problems for a few years and had to be addressed.

13. Pennsylvania’s Annual Tier II Emergency and Hazardous Chemical Inventory Reports have been submitted.

Motion by Mr. Rittle; Second by Mr. Angley: To perform an emergency repair and refurbishing of the motor in Well 3. Motion passed unanimously.

OFFICE REPORT FOR FEBUARY 2022:

1. There were 0 new connection fees paid since last meeting.
2. There were 3 bad checks last month.
3. We posted 23 properties this month.
4. Shutoff notices were sent to 67 properties this month.
5. Hottenstein, 502 S. Railroad St. made first payment on payment plan and a church donation was received paying another month plus his current bill.
6. No mail was received last Tuesday and again last Thursday. After a call to the P.O., they said they didn’t have enough carriers so they didn’t deliver our route. We may want to look at renting a P.O. box, but there may be issues there also.
7. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

Was reviewed. Steve Goodhue suggested that we put some of the excess money in mid-term bonds but they are 10-year terms and we want no more than 5 years. A discussion was held but no resolution was reached on investing.

A discussion was held on Kamstrup meters and replacing some at various locations in the Borough where older meters are located. Kamstrup meters are available right now; Sensus meters are in short supply and very hard to obtain. Mr. Strause reported our current inventory is one Sensus meter. A suggestion was made that since interest rates for investment are so low as to not generate any income, it would be better to use the money to buy Kamstrup meters and capture a more accurate use of water by our customers with older meters. A suggestion was made to get 500-600 Kamstrup meters and start replacing them in the Borough. Mr. Strause will check on availability and if there would be a quantity discount for the larger amount of meters.

A discussion was held on ordering pipe and our loan. Nothing was resolved at this point. Mr. Strause would like to do more checking on pipe and fitting prices and availability.

The Authority decided that rather than investing we will check on meters and pipe.

SOLICITOR’S REPORT:

The Solicitor asked for information from Engineer Fry on the easement from Wenger’s and the Deed of Dedication for 37 feet of pipe to the Myerstown Water Authority from the ELCO School District. Mr. Fry said he will get that information to Mr. Sandoe.

ENGINEER’S REPORT:

Was reviewed.

OLD BUSINESS:

The Filter Media Project is waiting for a possible delivery date for material.

The Transmission Main Project was discussed in the Engineer’s Report

A report was given to the Authority on the meeting with the NAWSC backflow monitoring program. Personnel issues caused some of the problems, and a promise was given by the company that they were corrected. Mr. Strause also noted that some of the large customers are listed as residential and were not on the backflow preventer list. He will consider correcting them next year so as not to skew the budget for this year.

NEW BUSINESS:

Motion by Mr. Kale, Second by Mr. Ziegler: To approve Requisition 14-2022 for $5152.95 to Hanover Engineering Inc. for the Transmission Main Project. Motion passed unanimously.

An e-mail was presented for a request for a payment plan for 446 Stracks Dam Rd. They would qualify for a 3-month payment plan under our Rules and Regulations Policy.

Motion by Mr. Rittle; Second by Mr. Angley: To approve Resolution 2022-01 for the Myerstown Water Authority’s 2022 Fee Schedule. Motion passed unanimously.

Motion by Mr. Angley; Second by Mr. Ziegler: To approve a 3-month payment plan for 446 Stracks Dam Rd. starting February 18, 2022. Motion passed unanimously.

A discussion on moving monies into reserve accounts was discussed in the Cash Position.

Kamstrup meters were discussed in the Cash Position.

The Authority went into Executive Session at 8:30 P.M.

The Authority returned from Executive Session at 8:52 P.M.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:53 P.M., prevailing time.

Respectfully submitted,

Terry M. Miller

Asst. Sec.

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