Myerstown, PA 17067

February 11, 2021

Chairman Steven Hammer called the regular monthly meeting to order at 7:00 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. Kale: Second by Mr. Angley: To approve the minutes of the January 14, 2021 meeting as distributed. Motion passed unanimously.

CITIZEN’S COMMENTS:

Daryl Peck of Concord Public Financial Advisors and Laura Kurtz of Eckert, Seamans, Cherin & Mellot LLC spoke to the Authority about the 2021 Bank Note. Mr. Peck reported that the Borough of Myerstown approved guaranteeing of the loan. Laura Kurtz then introduced the Resolution which she said is similar to the 2013 Resolution. Solicitor Sandoe said he reviewed the Resolution and it is acceptable.

Motion by Mr. Ziegler; Second by Mr. Angley; To approve Resolution 01-2021. A roll call vote was called for.

Hammer-Yes, Angley-Yes, Rittle-Yes, Ziegler-Yes, Kale-Yes. Motion passed unanimously.

COMMUNICATIONS:

1. Keystone Hook & Ladder thank you letter for the $250 donation.

INVOICES:

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

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FINANCIAL REPORT:

Was reviewed.

Mr. Strause pointed out that 421.146 was incorrect due to a double payment and a refund is coming. He also explained that 470.000 had a negative number due to the refund for COVID leave which was reimbursed as a Social Security tax credit rather than a refund.

OPERATIONS REPORT FOR FEBRUARY 2021:

1. Cycle #3’s meters were read for the month of February 2021.

2. 49 PA One Calls were responded to in December 2020.

3. Well Levels- #3 – 12’ Static, #5 – 10’ Static, #6 – 10’ Pumping, #8 – 11’ Static.

4. All 2020 Reports have been completed and submitted- DEP Chapter 110 Reports, DRBC Annual Audit Report, SARA Title III, Tier II Hazardous Chemical Report.

5. Received notification from DEP that the Water Plant / Entry Point 101 has been lowered from quarterly to annual Nitrate / Nitrite Sampling.

6. Verizon has contacted me about adding 3 additional antennas to the Elevated Tank. I also asked if we could possibly connect to their emergency generator. They have an automatic generator and transfer switch. They said it is common that the utility uses their power in outages. I have to get them specs of what we would need as far as power requirements.

7. The Auditors are scheduled to complete the 2020 audit February 15th and 16th.

8. The Authority still has the Reimbursement Resolution in place. With that being said I would like to complete the 2 VFD’s at the booster station with the quote I received from Kohl Bros. I have attached the quote.

9. I have been in contact with both are IT company SmartGuys, and ACS to determine what can be done to secure the SCADA System and Internet. Attached is the email form DEP.

10. Since the new 2021 Bank Note is going through Ephrata National Bank, I believe it is time to put out an RFP to the local banks to check on their services, fees, and rates.

11. I contacted the Payroll Department on the Covid-19 Reimbursement for the guy’s sick time. The Authority will be reimbursed through the Federal Taxes paid. You will not receive direct payment they will just offset the hours with what you pay in.

12. Pre construction meeting with Derstine was held on February 10, 2021. The Filter Media Project should begin within the next 2 weeks depending on the delivery schedule of the filter media.

13. I delivered a set of plans to both farmers affected by the new transmission main. At this time, I have not heard back from either one.

A discussion was held on the internet security issues and corrections needed.

Motion by Mr. Angley; Second by Mr. Ziegler: To give Mr. Rittle permission to develop an RFP for banking. Motion passed unanimously.

Motion by Mr. Rittle; Second by Mr. Kale: To have Kohl Bros. furnish VFDs to both booster stations per their quote, and to use the reimbursement resolution to pay the Authority back. Motion passed unanimously.

OFFICE REPORT FOR FEBRUARY 2021:

1. There were 0 new connection fees paid since last meeting.
2. There were 0 bad checks last month.
3. We posted 21 properties this month.
4. Shutoff notices were sent to 46 properties this month.
5. 108 E. Main Ave. was shut off for non-payment and Amy Leonard is sending a 30 day lien letter to the landlord.
6. I received information on online bill pay from Fulton Bank. I will give you the options.
7. Attached is a copy of the most recent Auditor’s Report that I do monthly.

The Authority authorized Mr. Miller to give Mr. Strause read-only permission on the online banking website.

Mr. Miller was also authorized to set up online bill pay through the Fulton Bank BOSS account, but to hold off on implementing any payments.

CASH POSITION:

Was reviewed.

SOLICITOR’S REPORT:

Solicitor Sandoe presented a check from Jackson Township for ½ of the cost of the disposal of the contaminated soil and read a letter from them explaining the payment.

ENGINEER’S REPORT:

Was reviewed.

OLD BUSINESS:

There were no new updates on the ELCO School District Water Line Project.

A discussion was held on future projects.

NEW BUSINESS:

Banking options were discussed in the Office Report

The SCADA System was discussed in the Operations Report.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:32 P.M., prevailing time.

Respectfully submitted,

Terry M. Miller

Asst. Sec.

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