Myerstown, PA 17067

March 10, 2022

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 (absent); 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. Angley; Second by Mr. Rittle: To approve the minutes of the February 10, 2022 meeting as distributed. Motion passed unanimously.

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

1. Paysmart reply about IRS 940 letter
2. PMAA Board Member Training
3. Solicitor Sandoe letter to auditor stating that there are no legal problems with the Authority
4. Steckbeck Engineering plan for Dunkin Donuts

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 had some concern about maintaining the budget this year due to the increased cost of supplies due to inflation.

OPERATIONS REPORT FOR MARCH 2022:

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

2. 49 PA One Calls were responded to in February 2022.

3. Well Levels: #3- 13’’ Static, #5- 16’ Static, #6- 19’ Pumping, #8- 12’ Static

4. DEP will be performing their Triannual inspection April 7, 2022.

5. After a few emails Derstine will be starting the next filter March 21, 2022.

6. I am trying to work with Met-Ed on a solution for the wires at Well #3. They no longer cover wires for safety purposes. I will be meeting with their line supervisor to discuss other alternatives.

7. I spoke with both farmers on the new easement needed for the New Transmission Main. Both are satisfied with the new locations. I reached out to Frank Tomecek, for a land appraisal. I have not heard back from him at this time.

8. Well #5 had a surge and outage last Sunday from the high winds and storm. The act-pak was connected to a UPS and still knocked out the fuse. Finding the fuse is becoming a new problem.

9. An account has been set up with Kamstrup and a new quote for 500 meters has been received.

10. I feel with the switch over to a new meter reading system, the Authority should strongly consider updating its billing software. Two local Municipalities have switched over to Diversified and are very pleased with the simplicity of the system.

OFFICE REPORT FOR MARCH 2022:

1. There were 0 new connection fees paid since last meeting.
2. There was 1 bad debit last month.
3. We posted 23 properties this month.
4. Shutoff notices were sent to 63 properties this month.
5. We purchased deposit slips from Ephrata Bank for $139.97.
6. No mail was received last Friday, Monday we received 196 pieces.
7. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

Was reviewed.

SOLICITOR’S REPORT:

The Solicitor stated he was just about ready with the ELCO Deed of Dedication for the 37 feet of pipe and he will get the right of way approved for ELCO to sign over to Myerstown Water.

ENGINEER’S REPORT:

Was reviewed. A discussion was held on pre-ordering pipe for the transmission main and Railroad St. Mr. Fry suggested that we check all suppliers for the best price and delivery time and also to make sure they can store the pipe until it is ready to be used. He also suggested pre-ordering fittings, valves and megalugs. Mr. Strause will check with the three suppliers about pipe costs and availability for both projects, also valves and fittings.

OLD BUSINESS:

The Filter Media Project was discussed in the Engineer’s Report.

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

NEW BUSINESS:

Motion by Mr. Kale, Second by Mr. Angley: To approve Requisition 15-2022 for $4619.00 to Hanover Engineering Inc. for the Transmission Main Project. Motion passed unanimously.

Motion by Mr. Rittle; Second by Mr. Kale: To approve a 2% pay increase for operators Hickernell and Walborn and a 1% pay increase for Billing Clerk Terry Miller, retroactive to January 31, 2022. Motion passed unanimously.

Motion by Mr. Angley; Second by Mr. Rittle: To approve the purchase of 500 Kamstrup meters and associated equipment and programs to start the switchover from the old Sensus meter reading system for $140,876.00. Motion passed unanimously.

The quote for leak detection equipment was reviewed. Mr. Strause said Exeter Supply came out and gave a demonstration of a leak detection system.

Motion by Mr. Rittle; Second by Mr. Kale: To purchase the Gutermann Leak Detection System and 6 loggers for $13,950.00. Motion passed unanimously.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 9:07 P.M., prevailing time.

Respectfully submitted,

Terry M. Miller

Asst. Sec.