Myerstown, PA 17067

June 9, 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; Asst. Treas. Justin Kale (absent); Vice Chairman Patrick Angley; Engineer Farley F. Fry; Solicitor Kenneth Sandoe(absent); Operations Manager Chris Strause; and Assistant Secretary Terry Miller.

MINUTES:

Motion by Mr. Angley; Second by Mr. Rittle: To approve the minutes of the May 12, 2022 meeting as distributed. Motion passed unanimously.

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

1. Notification of voting delegate and alternate to the PMAA Conference letter
2. Deed of Dedication copies (signed)
3. ELCO easement copies (signed)
4. Copies of letters sent to landowners for water main right of way

INVOICES:

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

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FINANCIAL REPORT:

Was reviewed.

OPERATIONS REPORT FOR JUNE 2022:

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

2. 58 PA One Calls were responded to in May 2022.

3. Well Levels: #3- 14’ Pumping, #5- 16’ Pumping, #6- 12’ Pumping, #8- 11’ Static

4. Heim Corp. has the new fiberoptic cable installed but, the termination and programming is not complete.

5. With the limited Backwash capacity, we are still in the process of trying to clear up Filter #2 in order to sample and apply to DEP to put it back in-service.

6. I haven’t heard anything from Met-Ed since I applied for the Work Order (4-13-2022) to disconnect for Well #3. I also met with Met-Ed for the removal of the pole and service at Ramona & Stracks Dam Road for the now removed pressure sustaining valve.

7. DEP has informed me that they will be here on August 10th & 11th for a FPPE (Filter Plant Performance Evaluation).

8. The property that is proposed for the Dunkin Donut Land Development Plan has been sold to the Company proposing the plan, but I haven’t heard anything from them since.

9. I requested the plan designs for the proposed Land Development Plan at 406 Stracks Dam Road and have had no response from Christland Engineering since the request.

10. Stoneridge finally has installed the detector check pit for the new fire system.

11. The new service for 120 S. Fairlane has been installed.

12. 2nd Quarter Samples are complete Well #8 Nitrates failed again.

13. I received the Clearwell Inspection report and everything looks good. There was concern that there could be cracks due to the problems we are experiencing in the back portion of the building.

OFFICE REPORT FOR JUNE 2022:

1. There were 0 new connection fees paid since last meeting.
2. There were 2 bad checks last month.
3. We posted 32 properties this month.
4. Shutoff notices were sent to 73 properties this month.
5. Van Brocklin , 446 Stracks Dam Rd. defaulted on their payment plan. They did not make the last payment, or pay any of the March 1 bill, and now also have a June 1 bill due.
6. Hottenstein, 502 S. Railroad has less than one payment due yet and will be current.
7. Living Christian Ministries, 25 S. College has been making payments on their plan.
8. We had to remove several penalties as customers were calling to complain that they didn’t receive a bill or paid online and the payment took more than a week to arrive.
9. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

Was reviewed. A discussion was held on how long a term we want for CDs from our Edward Jones interest. Mr. Hammer will check rates and e-mail members for input on terms.

SOLICITOR’S REPORT:

No Solicitor present. Two easement letters for the landowners to sign were reviewed. Crop damage and compaction were not included in the letters and Mr. Strause will have Mr. Sandoe address this.

ENGINEER’S REPORT:

Was reviewed. The Water Plant Structural Evaluation was discussed and Engineer Fry recommended that the Authority follow the recommendations of Earth Engineering, as they are experts in these types of issues and Hanover Engineering does not deal with these types of engineering issues. The Authority would like the Engineer to get more information from Mr. Titone before we proceed. Mr. Strause will get air vacuum excavation started as that will be the first step. Moving the fence will be the second step. Installing pipe and a landscape (retaining) wall will be the third step. More discussion will be needed from Earth Wise before we can do any of the other steps. The Authority did a walkaround of the building to see the areas of damage that require immediate attention.

OLD BUSINESS:

The Filter Media Project was discussed in the Operations Report.

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

The subsurface investigation information was discussed in the Engineer’s Report.

The ground penetrating radar findings were discussed in the Engineer’s Report.

A discussion was held on the request from 446 Stracks Dam Rd. for relief from their water bill. The Authority is not willing to extend any further relief.

Motion by Mr. Angley; Second by Mr. Rittle: To give a ten day shutoff notice to 446 Stracks Dam Rd. Motion passed unanimously.

NEW BUSINESS:

Motion by Mr. Ziegler, Second by Mr. Angley: To approve Requisition 19-2022 for $3181.00 to Hanover Engineering Inc. for the Transmission Main Project. Motion passed unanimously.

The plan for subsurface water problems at the Plant was discussed in the Engineer’s Report.

The quote from the A.K.A. Fence Company for relocation of the fence on the parking lot was reviewed.

Motion by Mr. Rittle; Second by Mr. Ziegler: To accept the quote from A.K.A. Fence Co. for an emergency repair to the fence to facilitate the building repairs with approval up to $30,000.00 for the galvanized quote. Motion passed unanimously.

Motion by Mr. Ziegler; Second by Mr. Angley: To establish an Escrow Account for the Dunkin Donuts Land Development Plan in the amount of $5000.00. Motion passed unanimously.

A discussion was held on whether we want to have a private contractor install 300 Kamstrup meters rather than having our employees install them. A discussion was also held on whether we want to purchase another 500 Kamstrup meters in 2023, as Core & Main is doing their ordering for next year and would like to know our situation. It was decided to get 3 quotes for the installation of 300 meters and also to ask Core & Main if they are going to hold the price for 500 more meters next year. Engineer Fry suggested when we install the 300 meters we should provide them a form to check for lead in the home.

A discussion was held on giving a $25.00 credit to customers for collecting lead & copper samples.

Motion by Mr. Rittle; Second by Mr. Angley: To give a $25.00 credit to customers who provide a lead & copper sample. Motion passed unanimously.

A discussion was held on changing payment procedures on both retirement plans from checks to ACH deposits.

Motion by Mr. Rittle; Second by Mr. Ziegler: To change our payment procedures for our retirement plans from checks to ACH. Motion passed unanimously.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:57 P.M., prevailing time.

Respectfully submitted,

Terry M. Miller

Asst. Sec.

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