Myerstown, PA 17067

August 11, 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; Operations Manager Chris Strause; and Assistant Secretary Terry Miller.

MINUTES:

Motion by Mr. Rittle; Second by Mr. Angley: To approve the minutes of the July 28, 2022 meeting as distributed. Motion passed unanimously.

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

1. PMAA Funding Opportunities for Authorities

Engineer Fry said the Authority may want to look into this if the Borough gets Community Development Block Grant money due to the adjustment of the low income area. We could apply for the grant to do Railroad St. Hanover Engineering will send more information on this if we are interested. The Authority would like Hanover to send this information.

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 AUGUST 2022:

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

2. 45 Pa One Calls were responded to in July 2022

3. Well Levels: #3- 19.5’ Static, #5- 23’ Static, #6- 24’ Pumping, #8- 12’ Static

4. I met with the Heim Corp., to get pricing on adding wiring to move the Post Chlorine Analyzer from the chemical feed building to the water plant, along with necessary programming. Also, to get pricing on having the new filter head loss transmitters for all 3 filters installed and the programming completed to the SCADA System.

5. We received the operating permit for Filter #2 from DEP and the filter is back online.

6. Met-Ed and Kohl Bros. have completed all the necessary work at Well #3.

7. Ditchcreek performed all the vacuum excavation on the Northwest side of the building.

8. A letter for establishing an escrow letter for the Houtztown Road Subdivision was sent to Christland Engineering.

9. A.H. Moyer is scheduled to install a new fire hydrant at 2 W. Carpenter Avenue between the Keystone Fire Company and the Borough Office.

10. Neal Systems Inc., completed the annual chlorine system maintenance.

11. Mark Giunta (Kleinfelder), Thomas Titone (Hanover Eng.), and I met to get the second opinion on the Geotechnical / Subsurface water issues. I haven’t received Mark’s report to date.

Engineer Fry gave a short presentation on the geotechnical/subsurface water issues and explained what the structural engineer feels would be the best and most cost-efficient method of remediation of the problem.

OFFICE REPORT FOR AUGUST 2022:

1. There was 1 new connection fee paid since last meeting.
2. There were 0 bad checks last month.
3. We posted 19 properties this month.
4. Shutoff notices were sent to 41 properties this month.
5. We were not able to get blank pressure sensitive bills for last month’s bills so we had Coleman’s print up bills, which we then printed and had them perforate, fold and stuff into envelopes for us to put postage on. We did receive our 6000 bills last week so we are good for 6 months. I will order 6000 more in about 2 months to hopefully avoid this issue again.
6. I sent out second TURA letters to the tenants of the 5 former Zook properties that were sold without doing a final and no one has paid or responded to phone calls, e-mails, and certified letters. They will be shut off September 7th if no one responds.
7. Attached is a copy of the most recent Auditor’s Report that I do monthly.

It was also noted that the Kamstrup meters are now working with the Harris system after a phone conference with the Kamstrup representative.

CASH POSITION:

Was reviewed.

SOLICITOR’S REPORT:

Easements for the Transmission Main landowners will be ready next week. They will have to be notarized so the landowners will have to come in to the Solicitor’s office. He will give them their checks at that time.

ENGINEER’S REPORT:

Was reviewed. A discussion was held on Well 6 as a minor deficiency. Nothing was resolved at this time.

Mr. Strause gave an overview of the DEP Filter Plant Performance Evaluation and the problems that they found.

A discussion was held on hooking up to the Jackson Township sewer system for our holding tank water. It was decided that we should approach the Jackson Township Sewer Authority for more information.

OLD BUSINESS:

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

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

The subsurface investigation information was discussed in the Operations Report.

NEW BUSINESS:

Chairman Hammer instructed the board to review the Draft Copy of the 2021 Audited Financial Statements and be prepared to discuss it next month.

A discussion was held on replacing the service to 500 W. Lincoln Ave. due to the long run from the curb box to the property and the fact that the main is close to the property. Having that previous line underground along the street causes issues for PA One Calls.

Motion by Mr. Rittle; Second by Mr. Ziegler: To replace the service to 500 W. Lincoln Ave. Motion passed unanimously.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:37 P.M., prevailing time.

Respectfully submitted,

Terry M. Miller

Asst. Sec.

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