Myerstown, PA 17067

August 12, 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 (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 18, 2021 meeting as distributed. Motion passed unanimously.

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

1. Unemployment reimbursement letter for 2020

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. There were 2 months of reports because June wasn’t ready for last month’s meeting.

Chairman Hammer requested an e-mail copy of the report when it is sent to Mr. Strause from Gift CPAs.

OPERATIONS REPORT FOR AUGUST 2021:

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

2. 59 PA One Calls were responded to in July 2021.

3. Well Levels- #3 – 20’ Static, #5 –23’ Static, #6 – 18’ Pumping, #8 – 12’ Static.

4. The Elco School District is connected to the authority. I have attached the emails from DEP concerning the school district. I am not being held responsible for their laziness. Nate Stauffer completed the second leak survey and everything was clear as of 7-12-2021

5. Todd Duffey replaced the 3” RPZD at the water plant Tuesday, July 13, 2021 the invoice is included in tonight’s invoices.

7. ES2 completed the annual CL2 system maintenance.

8. GES has completed the switch over of all the communications from radio to cellular.

9. I spoke with Derstine and they are good on waiting to finish the remaining two filters until the fall/winter months.

10. Penn Power’s three-year service/maintenance contract has expired a copy of the renewal is attached for your review and approval. This is only a one contract, but the pricing has only increased $128 since the last three-year contract.

11. I would like to start looking at moving the current chlorine analyzer from the chemical feed building to the water plant. The CL-17 that is currently there is obsolete and can no longer get certain parts. We could also eliminate the finished water turbidity meter that is located at that building as well. Both of these would need a minor permit amendment to get the DEP’s approval. Some wiring would need to be done at the water plant in order to move the unit over.

12. I have been working with a customer relations rep to eliminate the electrical issues still going on at the water plant and Well #5. The new generator was supposed to ship on 8-2-21. I haven’t heard anything as of today.

13. The security camera DVR and control unit has crashed. A new unit is needed in order to restore recording and any camera monitoring. The new unit is $900. I directed Choice Communications to order the new unit.

A discussion was held on ELCO removing the connection to their well to avoid cross contamination. DEP was notified and they have not moved on this yet. It was recommended that we get a signed affidavit from the school district that the wells are disconnected and no cross-contamination exists.

Motion by Mr. Rittle; Second by Mr. Ziegler: To renew a one year contract with Penn Power for the generator maintenance agreement. Motion passed unanimously.

A discussion was held on moving the chlorine analyzer from the chemical feed building to the Plant. The Authority instructed Mr. Strause to get some quotes and they will review them.

OFFICE REPORT FOR AUGUST 2021:

1. There were 0 new connection fees paid since last meeting.
2. There were 0 bad checks last month.
3. We posted 15 properties this month.
4. Shutoff notices were sent to 47 properties this month.
5. Amy Leonard called and said 242 E. Main Ave. requested a payment plan for their liened bill. Water is shut off. They owe us $643.70. She would like to know if we want to approve a plan, and collect the lien amount also, and then forward her share to her or if she should collect the whole amount or make a payment plan to her. I would recommend that they pay her and she pay us if we approve a plan.
6. Ephrata Bank put interest into the Clearing Fund again and took fees out of the same fund. They then transferred the fees to the general account.
7. Attached is a copy of the most recent Auditor’s Report that I do monthly.

Motion by Mr. Ziegler; Second by Mr. Rittle: To approve a payment plan for 242 E. Main Ave. at Amy Leonard’s discretion as to the term and have her collect the money and reimburse us for our share. Motion passed unanimously.

CASH POSITION:

Was reviewed.

SOLICITOR’S REPORT:

Nothing to report.

ENGINEER’S REPORT:

Was reviewed. Engineer Fry said we should get a deed of dedication from the school district for the water main extension that the ELCO School District put in on S. College St. He also recommended that we get the easements started for the transmission main. The Authority agreed that he should proceed.

A discussion was held on the water runoff problem on the west side of the Plant. Mr. Fry will investigate further and check on getting an easement from the neighboring property owner to create a diversion at the top of the slope.

OLD BUSINESS:

The update to the ELCO School District water line extension was reviewed in the Engineer’s Report

The Filter Media Project was reviewed in the Operations Report.

NEW BUSINESS:

Motion by Mr. Ziegler; Second by Mr. Rittle: To approve Requisition 05-2021 for $706.25 to Hanover Engineering Inc. and Requisition 06-2021 for $84.75 to Hanover Engineering Inc. Motion passed unanimously.

A discussion was held on the proposal by Alden Management for extending the water main at Arbor Gate. The Authority instructed Mr. Strause to get more information on costs and to tell them we are very interested in helping them.

Motion by Mr. Rittle; Second by Mr. Angley: To make a donation of $250.00 to the Goodwill Fire Police. Motion passed unanimously.

Motion by Mr. Ziegler; Second by Mr. Angley: To make a donation of $1000.00 to the Myerstown Pool. Motion passed unanimously.

Motion by Mr. Rittle; Second by Mr. Angley: To make a donation of $250.00 each to the Goodwill Fire Company, Keystone Fire Company, and Kutztown Fire Company. Motion passed unanimously.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:34 P.M., prevailing time.

Respectfully submitted,

Terry M. Miller

Asst. Sec.

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