Myerstown, PA 17067

September 8, 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; 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. Rittle; Second by Mr. Ziegler: To approve the minutes of the August 11, 2022 meeting as distributed. Motion passed unanimously.

Mr. Kale abstained from the vote, due to his absence from the August 11, 2022 meeting.

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Justin Kale

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

None

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:

No report available.

OPERATIONS REPORT FOR SEPTEMBER 2022:

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

2. 63 Pa One Calls were responded to in August 2022

3. Well Levels: #3- 25’ Static, #5- 26’ Static, #6- 30’ Pumping, #8- 12’ Static

4. A.H. Moyer completed 9 patches, 4-PennDot and 4- Borough, 1- MWA’s driveway.

5. T.A. Duffey has completed all but a handful of the 300 meters, in a two-week period.

6. I sent out 25 Lead & Copper Samples and have received 20 samples back. The Authority is required to collect 20 samples, so we should be good until 2025.

7. Stantec Engineering extended Cherry Street back behind the old Pattern Shop for the purpose of test borings and a monitoring well. They worked with the Borough to ensure that the drainage swale that comes in under the railroad tracks would not be impeded on.

8. All chemicals’ scales were calibrated and certified by Garber Metrology.

Motion by Mr. Angley; Second by Mr. Ziegler: To approve a 3-month payment plan for the

tenant at 108 E. Main Ave. Motion passed unanimously.

OFFICE REPORT FOR SEPTEMBER 2022:

1. There was 1 new connection fee paid since last meeting.
2. There was 1 bad check and 1 bad debit last month.
3. We posted 26 properties this month.
4. Shutoff notices were sent to 55 properties this month.
5. We received our pressure sensitive bills and I reordered another 6000 bills so we do not run out again.
6. The Zook properties finally sent final payment in and the water was put in the new owner’s name.
7. With the increase in postage, we ran over our limit last month. I will try to get that limit raised as there have been several postage increases since we got the meter and we still have the same limit.
8. Kamstrup meters are now able to be loaded into the Flexibill system. We are still setting up the download of data from the new meters with Kamstrup.
9. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

Was reviewed.

SOLICITOR’S REPORT:

No Solicitor present.

ENGINEER’S REPORT:

Was reviewed. The Authority would like Kleinfelder to give a ballpark figure to install piles to stabilize the Water Treatment Plant. If he needs to come back out, the Authority agreed to pay him for this.

The Authority asked Engineer Fry to have the Jackson Township Sewer Authority engineer meet to go over hooking up the Plant to their sewer system for discharge of the backwash.

OLD BUSINESS:

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

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

The approval of the draft copy of the 2021 Audited Financial Statements was tabled until next meeting.

NEW BUSINESS:

The Borough’s five-year Roadway Improvement Plan was reviewed.

The Water Authority Capital Improvement Plan was reviewed.

The Geotechnical Memorandum from Kleinfelder was discussed in the Engineer’s Report.

Motion by Mr. Rittle; Second by Mr. Angley: To allow up to $1500.00 for Kleinfelder to give a cost opinion on installing piles at the Water Treatment Plant. Motion passed unanimously.

Motion by Mr. Kale; Second by Mr. Angley: To survey and design water line replacement for E. Center Ave. Motion passed unanimously.

The ELCO School District’s consumption history was reviewed.

Motion by Mr. Rittle; Second by Mr. Kale: To have the ELCO School District’s tapping fee recalculated by Hanover Engineering to correct their usage and have a bill sent to them by the solicitor. Motion passed unanimously.

The Drought Contingency Plan was reviewed. Mr. Strause will work on an update for the Authority to review.

The DEP Notice of Violation was reviewed.

Motion by Mr. Kale; Second by Mr. Angley: To approve Requisition 21-2022 for $901.31 to Hanover Engineering for the Transmission Main project. Motion passed unanimously.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 9:09 P.M., prevailing time.

Respectfully submitted,

Terry M. Miller

Asst. Sec.

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