Myerstown, PA 17067

September 9, 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; 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. Ziegler: To approve the minutes of the August 12, 2021 meeting as distributed. Motion passed unanimously.

Mr. Kale abstained from the vote, due to his absence from the August 12, 2021 meeting.

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Justin Kale

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

1. Goodwill Fire Co. Thank you letter
2. PMRS Update letter

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.

OPERATIONS REPORT FOR SEPTEMBER 2021:

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

2. 108 PA One Calls were responded to in August 2021.

3. Met-Ed has replaced equipment and animal protection on the service line feeding Well #5. Will see if the equipment upgrade helps. The generator for Well #5 has been delivered to Dyna Tech. A pad needs to be poured before I can have the generator delivered on-site.

4. I met with SLH about the on-going water problem behind the water plant. The water is ground water not surface water so he is going to sketch up a plan and a price quote.

5. GES is scheduled to come out September 14, 2021 to setup added security on the SCADA computer.

6. I spoke with the Auditor about the 2020 Audit and we still have no numbers from PMRS so the audit cannot be completed.

7. I just completed the annual Worker’s Comp Audit with RLD Associates.

8. I will be getting together numbers for the 2022 Budget if anyone has anything special or would like to meet concerning the budget, please let me know.

9. The backwash tank was cleaned and we hauled 22,000 gallons of sludge to the Myerstown WWTF. Kline’s Service hauled the sludge. The total price for everything was $1,968.29.

10. The credit limit with ENB’s credit card was finally increased from $1,000 to $5,000.

Engineer Fry recommended that if SLH Excavating can take care of the water problem without involving Hanover Engineering the Authority can save money. A discussion on the water problem was held and the Authority decided to consult SLH Excavating to fix the issue.

OFFICE REPORT FOR SEPTEMBER 2021:

1. There were 0 new connection fees paid since last meeting.
2. There was 1 bad check last month.
3. We posted 17 properties this month.
4. Shutoff notices were sent to 58 properties this month.
5. The Borough asked me to check their list of tenant occupied properties and update the number of units that we are showing. I am in the process of doing this.
6. John Neely, Borough code enforcement officer, asked me for a monthly list of landlords that have delinquent payments for their properties. They are going to require to landlord to be current on water and sewer to retain their rental property permit. This is a fairly easy report for me to generate for him.
7. 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.
8. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

Was reviewed.

SOLICITOR’S REPORT:

The Solicitor is working on the affidavit for the ELCO School District.

ENGINEER’S REPORT:

Was reviewed. A discussion was held on the transmission main replacement project and some issues. The Engineer showed the Authority a map with the issues and the resolution. Mr. Fry asked if the Authority wants to extend the main to Hilltop Rd. as recommended by Mr. Strause.

Motion by Mr. Rittle; Second by Mr. Kale: To extend the transmission main replacement to a connection at Hilltop Rd. Motion passed unanimously.

OLD BUSINESS:

The Filter Media Project was reviewed in the Operations Report.

The Transmission Main Replacement Project was discussed in the Engineer’s report

NEW BUSINESS:

Motion by Mr. Angley; Second by Mr. Kale: To approve Requisitions 07-2021 for $226.00 and Requisition 08-2021 for $23,186.70, both to Hanover Engineering . Motion passed unanimously.

The Dunkin Donuts Land Development Plan and possible water main extension was discussed. Mr. Strause will contact them and discuss the options for the water main extension.

The 2022 MMO was presented to the Authority for review and approval.

Motion by Mr. Angley; Second by Mr. Ziegler: To approve the 2022 MMO as presented. Motion passed unanimously.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:02 P.M., prevailing time.

Respectfully submitted,

Terry M. Miller

Asst. Sec.