Myerstown, PA 17067

 November 10, 2022

 Chairman Steven Hammer called the regular monthly meeting to order at 7:04 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. Angley; Second by Mr. Rittle: To approve the minutes of the October 13, 2022 meeting as distributed. Motion passed unanimously.

Mr. Ziegler abstained from the vote, due to his absence from the October 13, 2022 meeting.

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 Brian Ziegler

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

1. Low water pressure complaint letter
2. UC Solvency Fee Relief letter
3. Harris billing upgrade information letter

INVOICES:

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

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FINANCIAL REPORT:

Was reviewed.

OPERATIONS REPORT FOR NOVEMBER 2022:

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

2. 56 Pa One Calls were responded to in October 2022.

3. AKA Fencing has completed the relocation of the fence at the water plant.

4. Filter #3 is in the process of being repacked with Filter Media. The new header pipe was installed, and the old one which was still good is going to be stored as a spare.

5. The Elco School District has informed me that they have all the parts and will be decommissioning their old system and the new system will be put into service over the Christmas Break.

6. All 3 Filter meters were rebuilt. The old meter impeller and chambers will be sent back for reconditioning and be stored as spares. I also ordered a spare Act-Pak since that is what controls the 4-20 ma signal that drives the influent valve to each filter.

7. C. M. High was out to repair the outside wall packs that are currently not working.

8. I met with Sensenig & Weaver Well Drilling to get a quote for abandoning Well #1 & the test well at Well #5.

9. The backwash tank sludge is scheduled for removal November 15, 2022.

10. We met with the maintenance department at Bayer and showed them where all their meters and backflows were located. They have had some turn over and the new staff was not sure where everything was located.

11. A service leak was repaired at 9 Harvest Drive, by A. H. Moyer.

12. All 3 generators were serviced. The genset at WWSB has a bad battery charger and is scheduled for replacement. The NLSB has a slight radiator leak and will need replacement eventually. The Water Plant Generator was good.

13. I will be attending the new Lead & Copper Rule Training held by DEP, on November 30, 2022. This class is free and will be about the new Distribution Inventory Requirement.

OFFICE REPORT FOR NOVEMBER 2022:

1. There were 0 new connection fees paid since last meeting.
2. There were 3 bad checks last month.
3. We posted 11 properties this month.
4. Shutoff notices were sent to 41 properties this month.
5. Kamstrup meters are all input into the Flexibill system.
6. Ephrata Bank gave us information on the possibility of renting or purchasing a check reader to run our payments through so we would not have to go to the bank daily. You would have to retain the checks for several years in a secure fireproof container.
7. Ephrata Bank also changed their website and there are now issues with getting the ACH transfers set up for the Borough transfer and the PMRS transfer.
8. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

 Was reviewed.

SOLICITOR’S REPORT:

One Right of Way Agreement was signed, he is awaiting one other one.

ENGINEER’S REPORT:

Was reviewed.

Mr. Sandoe raised some liability issues with the Kleinfelder proposal for Geotechnical Design Services. He is going to review the proposal and respond back to them with his concerns.

OLD BUSINESS:

The Filter Media Project was discussed in the Operations Report.

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

The E. Center Ave. water line replacement was discussed in the Engineer’s Report.

The Water Plant structural issues were discussed in the Engineer’s Report. A discussion was held on retaining wall block colors and styles. It was decided by the Authority to let Mr. Strause decide on what would be best.

The updated Employee Handbook was reviewed. The health insurance opt-out and the pension information were the only changes.

NEW BUSINESS:

The preliminary budget was reviewed along with the possible rate increase.

Motion by Mr. Angley; Second by Mr. Rittle: To accept the 2023 preliminary budget. Motion passed unanimously.

Motion by Mr. Rittle; Second by Mr. Ziegler: To increase the additional 1000 gallon rate by $0.50 going from $6.00 per extra 1000 to $6.50 per extra 1000, effective with the bills going out January 1, 2023. Motion passed unanimously.

No quote for abandoning the wells was received from Sensenig & Weaver.

The S. Fairlane Ave. and W. Washington Ave. water line replacement possibilities due to Jackson Township road projects on these streets were discussed. It was decided not to replace any lines on W. Washington Ave. and to remove the double main and replace services on S. Fairlane Ave.

Motion by Mr. Rittle; Second by Mr. Angley: To replace 13 services on S. Fairlane Ave. from 6” to 12”. Motion passed unanimously.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:38 P.M., prevailing time.

 Respectfully submitted,

 Terry M. Miller

 Asst. Sec.

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