Myerstown, PA 17067

January 13, 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.

REORGANIZATION

At this time Chairman Steve Hammer turned the meeting over to Solicitor Sandoe to conduct the reorganization. Solicitor Sandoe asked for nominations for the position of Chairman.

Motion by Mr. Rittle; Second by Mr. Angley: To nominate Steve Hammer Chairman. There being no other nominations, Solicitor Sandoe declared the nominations closed. By unanimous vote, Mr. Hammer was elected Chairman.

At this time Solicitor Sandoe turned the meeting over to Chairman Hammer.

Motion by Mr. Rittle; Second by Mr. Ziegler: To nominate Patrick Angley for the position of Vice Chairman. There being no other nominations, Chairman Hammer declared the nominations closed. By unanimous vote, Mr. Angley was elected Vice Chairman.

Motion by Mr. Rittle; Second by Mr. Angley: To nominate Brian Ziegler for the position of Secretary. There being no other nominations, Chairman Hammer declared the nominations closed. By unanimous vote, Mr. Ziegler was elected Secretary.

Motion by Mr. Angley; Second by Mr. Ziegler: To nominate Brian Rittle for the position of Treasurer. There being no other nominations, Chairman Hammer declared the nominations closed. By unanimous vote, Mr. Rittle was elected Treasurer.

Motion by Mr. Ziegler; Second by Mr. Angley: To nominate Justin Kale for the position of Asst. Treasurer. There being no other nominations, Chairman Hammer declared the nominations closed. By unanimous vote, Mr. Kale was elected Asst. Treasurer.

Motion by Mr. Angley; Second by Mr. Ziegler: To nominate Terry Miller for the position of Asst. Secretary. There being no other nominations, Chairman Hammer declared the nominations closed. By unanimous vote, Mr. Miller was elected Asst. Secretary.

MINUTES:

Motion by Mr. Angley: Second by Mr. Rittle: To approve the minutes of the December 9, 2021 meeting as distributed. Motion passed unanimously.

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

1. Borough letter reappointing Patrick Angley to a new 5-year term
2. Yearly payroll tax update letter from the auditor
3. PMRS 4th Quarter Update

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:

November and December’s Financial Reports were reviewed due to no November report at last meeting due to illness of accountant.

OPERATIONS REPORT FOR JANUARY 2022:

1. Cycle #2’s meters were read for the month of January 2022.

2. 48 PA One Calls were responded to in December 2021.

3. Well Levels: #3- 16’ Static, #5- 22’ Static, #6- Gauge Broken, #8- 12’ Static

4. I extended the PennDOT Permit for the Stracks Dam Road 10” Main Break.

5. I ordered a spare Cellular Modem and VPN Appliance for the new Comm System, and an external antenna for the WWSB.

6. The new radiator was installed on the generator at the WWSB.

7. I responded to two Land Development Plans. 1- Ludgate Engineering for the Proposed Dunkin Donuts site located at 291 W. Lincoln Ave. 2- Stackhouse Bensinger for the Elco S. D. Proposed Land Development Plan at the Elco Campus.

8. I have asked A. C. Shultes a pump and well company, to quote the rehab work on Well #3, I have had no updated pricing from Kohl Bros.

A discussion was held on the new Dunkin Donuts water connection. The Authority would like to eliminate dead ends and connect loops. It was suggested that the Authority could offer to pay the contractor doing Dunkin Donuts work to connect to the line at Tosco’s. After consideration it would be at least $150,000.00 to extend the line to that point. It was suggested that we wait to see their response before taking any further action.

OFFICE REPORT FOR JANUARY 2022:

1. There were 0 new connection fees paid since last meeting.
2. There were 2 bad checks last month.
3. We posted 15 properties this month.
4. Shutoff notices were sent to 50 properties this month.
5. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

Was reviewed. Mr. Hammer suggested we pull the money from the Edward Jones account if Ephrata Bank would give us a better interest rate. The other members did not think there would be any increase in interest over the current rates from Edward Jones. It was also decided to hold off on increasing the Edward Jones accounts until we see what the interest rates are going to be.

SOLICITOR’S REPORT:

No easement was found for access to the meter vault from the Wengers. Mr. Strause said he will check his ELCO file to see if it is in there and if it’s not recorded, Mr. Sandoe will record it. Mr. Sandoe also was informed by our engineer that there should be a deed of dedication from ELCO for the 12-inch pipe that is extended approximately 37 feet from the existing line. Mr. Sandoe will check on that.

ENGINEER’S REPORT:

Was reviewed.

OLD BUSINESS:

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

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

NEW BUSINESS:

Motion by Mr. Rittle, Second by Mr. Angley: To approve Requisition 13-2021 for $7143.70 to Hanover Engineering Inc. for the Transmission Main Project. Motion passed unanimously.

Motion by Mr. Ziegler; Second by Mr. Rittle: To approve Resolution 2022-01 for the Myerstown Water Authority’s 2022 Fee Schedule. Motion passed unanimously.

Motion by Mr. Angley; Second by Mr. Ziegler: To approve Resolution 2022-02 for the destruction of Financial Records 2014 and prior. Motion passed unanimously.

Motion by Mr. Rittle; Second by Mr. Angley: To approve a 6-month payment plan for John Hottenstein, 502 S. Railroad St. Motion passed unanimously.

A discussion was held on the poor performance of the Backflow Preventer Company. Mr. Strause and Mr. Hammer will be attending a meeting with the company on January 18, 2022.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:45 P.M., prevailing time.

Respectfully submitted,

Terry M. Miller

Asst. Sec.

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