Myerstown, PA 17067

January 14, 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); 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 December 10, 2020 meeting as distributed. Motion passed unanimously.

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. Angley; Second by Mr. Rittle: 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. Rittle; 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.

CITIZEN’S COMMENTS:

Daryl Peck of Concord Public Financial Advisors reviewed the RFPs for refinancing of the 2013 bank note and possible use of the reimbursement resolution with the Authority. He requested that the Authority make a motion to accept the Ephrata National Bank proposal. He then has to go to the Borough of Myerstown and have them guarantee the loan at their February Council meeting and then come to the March Water Authority meeting to finalize the proposal. Solicitor Sandoe stated that we could approve it conditionally on the Borough’s approval if we wanted to or if the Borough requested for us to approve it prior to their approval. Mr. Peck said that would get us to March 25, 2021 for final approval.

Motion by Mr. Rittle; Second by Mr. Angley; To let Daryl Peck move ahead with the proposal from Ephrata Bank. Motion passed unanimously.

COMMUNICATIONS:

1. Memorandum from Myerstown Borough regarding paid Coronavirus leave.

A discussion was held on this communication. Mr. Hammer said to reimburse the 2 employee’s sick leave that was previously used since that is what the memo states.

Motion by Mr. Ziegler; Second by Mr. Angley: To reimburse Casey Walborn and Steve Hickernell for the sick leave they used for COVID illness. Motion passed unanimously.

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 JANUARY 2021:

1. Cycle #2’s meters were read for the month of January 2021.

2. 42 PA One Calls were responded to in December 2020.

3. Well Levels- #3 – 12’ Static, #5 – 10’ Static, #6 – 10’ Pumping, #8 – 11’ Static.

4. Had a leak January 2, 2021 on Richland Ave. The 6” service feeding L&N Zimmerman was broke. Since the break was in the middle of Richland Ave the line was cut a capped, so that Tech Cast’s fire service could be put back into service. On January 5, 2021 I had SLH run a 2” copper line through the old 6” service to supply water to the site. Their meter pit was converted to a 2” meter and backflow when L&N Zimmerman took over the site, (4-26-2017). Only L&N Zimmerman’s service and Tech Cast’s fire service are fed from the 6” main running down Richland Ave.

5. Completed the PennDOT Permit for the Richland Ave. job.

6. Received the new copier from Fraser.

OFFICE REPORT FOR JANUARY 2021:

1. There were 0 new connection fees paid since last meeting.
2. There were 2 bad checks last month.
3. We posted 18 properties this month.
4. Shutoff notices were sent to 55 properties this month.
5. Ebling paid his monthly payment and his current payment.
6. 242 E. Main Ave. paid their delinquent amount and water was turned back on.
7. New rates were implemented and went out on the January bills.
8. Postage is going up 1/21/21 by .01.
9. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

Was reviewed.

SOLICITOR’S REPORT:

Solicitor Sandoe reported that the Jackson Township Solicitor said that the Township agreed to pay ½ the total cost of the contaminated soil removal from the West Main St. bridge project. He suggested that we ask for a written proposal rather than a verbal offer so that we may review it properly. A discussion then ensued as to this issue. It was decided that Mr. Sandoe should present them with the bill and ask them to send us half and not mention anything about a written agreement. The Authority agreed that if they pay ½ the cost of the soil removal we will continue to read the meters that they need for sewer billing at no charge.

ENGINEER’S REPORT:

Was reviewed.

Motion by Mr. Rittle; Second by Mr. Ziegler: To accept the bid for the Filter Media Replacement Project from Derstine Co. LLC for $94,000.00. Motion passed unanimously.

A lengthy discussion was held on projects for the three-million-dollar loan and the project priorities and possible routing of the transmission main. The Authority agreed that the transmission main should run down Ramona Rd. and then back toward the ground tank. Engineer Fry will get a cost estimate on a water model by next meeting. He said that without the model, you can’t make any major decisions.

OLD BUSINESS:

There were no new updates on the ELCO School District Water Line Project.

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

Future projects were discussed in the Engineer’s Report.

Meter reading fees and the Jackson Township offer were discussed in the Solicitor’s Report.

NEW BUSINESS:

Motion by Mr. Ziegler; Second by Mr. Rittle: To approve payment of $100.63 to Hanover Engineering from the ELCO School District’s Escrow Account. Motion passed unanimously.

The Authority approved a 6-month payment plan for the large water and sewer bill for 26 N. Railroad St. (Mark Myers)

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:51 P.M., prevailing time.

Respectfully submitted,

Terry M. Miller

Asst. Sec.

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