Myerstown, PA 17067

February 8, 2024

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. Treasurer Samuel Moyer; Vice Chairman Patrick Angley; Engineer Farley F. Fry; Solicitor Kenneth Sandoe; and Operations Manager Chris Strause.

MINUTES:

Motion by Mr. Hammer; Second by Mr. Angley: To approve the minutes of the January 11, 2024 meeting as distributed with a correction of the second item under old business to read “discussed under the Engineer’s Report” instead of “Solicitor’s Report”. Motion passed unanimously.

CITIZEN’S COMMENTS

There will be a meeting with Congressman Dan Meuser at the Borough building on February 27, 2024 at 9:30 A. M. with other municipalities also invited and attending.

COMMUNICATIONS:

1. Russ Diamond, thank you letter for attending his breakfast
2. Women in leadership conference invitation letter
3. PMAA Board member training letter

INVOICES:

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

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FINANCIAL REPORT:

Was reviewed.

OPERATIONS REPORT FOR FEBRUARY 2024:

1. Cycle #3’s meters were read for the month February 2024.

2. 46 Pa One Calls were responded to in January 2024.

3. I met with Stoneridge to discuss their backflow concerns. Both campuses are in need of significant upgrades. I will try and work with them on a solution that will benefit both Stoneridge and Myerstown Water.

4. I am also working with One-way Backflow on rebuilding the meter pit at the Tulpehocken Terrace. Their backflows are in need of replacement. I will also be purchasing a new meter while this upgrade is happening. A new 3” Kamstrup meter is currently $2,865.

5. FSA, Inc. recently contacted me on water availability for a possible new warehouse at 655 King Street. This location is between Ramona Road and Prescott.

6. I received a sketch plan for the Keystone Crossing land development plan, and also a plan review from Steve Sherk of Steckbeck Engineering.

7. The auditors started the 2023 audit, and plan on continuing February 12, 2024.

8. US Representative Dan Meuser is scheduled to meet with the local water companies and authorities to discuss the egregious regulations and fees being placed upon water companies through the EPA and PA Dep.

9. Mr. Rittle, Mr. Hammer and I attended the coffee and conversation, with State Rep. Russ Diamond. Numerous topics were discussed, but we were able to bring up some of our concerns as well as some other water companies/authority’s issues.

OFFICE REPORT FOR FEBRUARY 2024:

1. There were 0 new connection fees paid since last meeting.
2. There were 0 bad checks last month. We finally received payment from the Arborgate resident from the October 2023 bounced check.
3. We posted 11 properties this month.
4. Shutoff notices were sent to 49 properties this month.
5. Tija Gross of 33 E. Main Ave. has made all of her payments on the payment plan.
6. Michael McCowan of 470 W. Washington Ave. has made 2 of his 3 payments on his plan. All were made timely.
7. The new rate increase went into effect with the February 1st bills and was verified to take effect.
8. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

Was reviewed.

SOLICITOR’S REPORT:

The Engagement Letter for the 2023 Audit from Auditors Garcia, Garman & Shea was reviewed. No objections were to be made.

Motion by Mr. Ziegler; Second by Mr. Moyer: To sign the Engagement letter for the 2023 Audit from Garcia, Garman & Shea. Motion passed unanimously.

ENGINEER’S REPORT:

Was reviewed. Hanover Engineering requested that their retainer fee be increased to $1150.00 per quarter.

Motion by Mr. Angley; Second by Mr. Rittle: To increase the retainer fee to Hanover Engineering to $1150.00 per quarter. Motion passed unanimously.

OLD BUSINESS:

The Transmission Main Project was discussed in the Engineer’s Report. The Authority instructed Engineer Fry to move ahead with preparing a spec sheet for the drainage project.

The Water Plant structural issues and Contract were discussed in the Engineer’s Report.

NEW BUSINESS:

Motion by Mr. Angley; Second by Mr. Rittle: To approve Resolution 36-2024 for $5347.75 to Hanover Engineering for the Transmission Main Project. Motion passed unanimously.

The Engagement letter for the 2023 Audit from Garcia, Garman & Shea was approved during the reading of the Solicitor’s report.

The Myerstown Water authority bylaws from April 23, 1998 were reviewed and will be discussed further at a later meeting.

Changes to the Empower retirement Plan to allow domestic abuse distributions pursuant to the Secure Act 2.0, effective May 1, 2024 were reviewed. The change was denied by the Authority.

New signature cards for the Ephrata National Bank were signed by the members.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:32 P.M., prevailing time.

Respectfully submitted,

Brian Ziegler

Secretary

Transcribed by Terry Miller

Admin. Sec.