Myerstown, PA 17067

 April 14, 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; Vice Chairman Patrick Angley; Treasurer Bryan Rittle; Secretary Brian Ziegler; Asst. Treas. Justin Kale; Engineer Farley F. Fry; Solicitor Kenneth Sandoe; Operations Manager Chris Strause.

MINUTES:

 Motion by Mr. Angley: Second by Mr. Rittle: To approve the minutes of the March 10, 2022 meeting with one correction under the Engineer’s Report. The word “her” should be replaced with “he”, (he also suggested pre-ordering fittings, valves and mega lugs). Motion passed unanimously.

Mr. Ziegler abstained from the vote, due to his absence from the March 10, 2022 meeting.

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 Brian Ziegler

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

1. Letter from PMAA for their Spring Management Workshop.
2. PA One Call letter explaining to the Authority their 2021 Municipal Refund of $231.60.

INVOICES:

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

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FINANCIAL REPORT:

The Authority reviewed the March 2022 Financial Report.

OPERATIONS REPORT FOR APRIL 2022:

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

2. 61 PA One Calls were responded to in March 2022.

3. Well Levels: #3- 13’’ Static, #5- 16’ Static, #6- 19’ Pumping, #8- 12’ Static

4. DEP performed their Triannual inspection April 7, 2022. The inspection was cut short due to a lightning strike that took out communications between the plant and chemical feed building. I had 2 spare Modicon RS-485. I met with GES on Tuesday to look at either point to point repeaters or fiberoptic. The RS-485 units are approximately $1,000/unit. The strike also took out Well #6 fuses. All lightning and surge protection units didn’t help.

5. All media from Filter #2 has been removed and new media was installed. Now the long process of backwashing with are limited capacity will start. We have had 3 backwashes performed already and have a long way to go.

6. I met Tuesday April 12, 2022 with the line supervisor and distribution manager from First Energy. The 3-phase overhead wires will need to be disconnected when the work is performed which will put our two neighbors out of electric for approximately 8 hours. Before any of that can happen a disconnect must be install on all three lines and the Authority must pay to have that work done. So far, I had to pay $218.36 to create a work order. I will now have to wait for the design and work to be performed. I have no timeline from First Energy when they will make that happen. They had two scheduled outage last weekend 4-9 and 4-10, they notified all the residents, but never notified the authority.

7. The new meter reading equipment from Kamstrup along with the first 10 meters were delivered and training was performed. They still need to set-up the integration with the antiquated billing system.

8. Farley and I have been working with Ludwig Engineering on the preliminary plans on the new Dunkin Donuts. We will need to have them setup an escrow account, Farley has already been working on some responses and will have invoices coming.

9. I was informed by the Borough that the new owner of 19 E. Center Avenue is adding an additional 3 apartments to the existing building. I contacted the owner and informed him that three connection fees will need to be purchased. I also was contacted for a connection fee for 120 S. Fairlane Ave.

10. Gassert Roofing repaired some leaks on the Filter Room roof. There were 27 cracks around the flashing that were not done right from when the roof was replaced in 2002. The cost for the repairs was $625.

OFFICE REPORT FOR APRIL 2022:

1. There were 0 new connection fees paid since last meeting.
2. There were 2 bad checks and debits last month.
3. We posted 14 properties this month.
4. Shutoff notices were sent to 47 properties this month.
5. Wolf & Kline stopped mailing bills to tenants, only emailing them, resulting in $5.00 charges to numerous tenants for failing to include a stub.
6. A sewer credit of $2539.20 was authorized by Borough council for 304 S. Railroad St. for a leak, resulting in a $615.95 credit on their sewer.
7. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

The Authority Reviewed the Cash Position.

Motion by Mr. Kale: Second by Mr. Rittle: To approve for Chairman Hammer, to have Steven Goodhue of Edward Jones put additional monies that come due from matured Certificate of Deposits and Bonds, into the Money Market / Cash Account, until further notice. Motion passed unanimously.

SOLICITOR’S REPORT:

 The Solicitor presented a Deed Of Dedication for the 37’ of Main Extension that was completed during the Elco School District’s Water Line Project. The Deed Of Dedication will need to be signed by the President, of the Elco School Board and Chairman, Steven Hammer of the Myerstown Water Authority.

ENGINEER’S REPORT:

The Authority Reviewed the Engineer’s Report.

OLD BUSINESS:

An update was given on the Filter Media Project by Mr. Strause.

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

NEW BUSINESS:

Motion by Mr. Ziegler: Second by Mr. Angley: To approve Requisition 16-2022 for $255.50 to Hanover Engineering Inc. for the Transmission Main Project. Motion passed unanimously.

Motion by Mr. Rittle: Second by Mr. Ziegler: To approve the Quote from Todd Duffey to rebuild the three Sensus Turbo Meters on the influent line of each filter, at a cost of $12,375. Motion passed unanimously.

The Authority reviewed Dep’s Water Supply Inspection Report from the April 7, 2022 Inspection. The Authority decided that Engineer Fry, and Operations Manager Strause will address the comments in writing to Dep.

 Motion by Mr. Kale: Second by Mr. Rittle: To approve a 6-month payment plan for 25 South College Street, starting April 25, 2022. Motion passed unanimously.

The Authority asked Mr. Strause to look at possible Programs and or Firms to help in rewriting the Operation and Maintenance Manual, and completing the Asset Management Plan.

ADJOURNMENT:

No further business was to come before the meeting, the meeting was adjourned at 9:02 P.M., prevailing time.

 Respectfully submitted,

 Chris Strause

 Operations Manager

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