Myerstown, PA 17067

 May 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; 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 April 8, 2021 meeting as distributed. Motion passed unanimously.

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

1. PMAA Virtual Spring Meeting letter
2. PMAA Spring Management Newsletter

INVOICES:

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

.

FINANCIAL REPORT:

Was Reviewed. There were copies from both March & April due to none being at the last meeting.

OPERATIONS REPORT FOR MAY 2021:

1. Cycle #3’s meters were read for the month of May 2021.

2. 82 PA One Calls were responded to in April 2021.

3. Well Levels- #3 – 14’ Pumping, #5 – 8’ Static, #6 – 8’ Pumping, #8 – 10’ Static.

4. 41 East Main Ave. had a leaking service so both the water authority and the homeowner replaced their services.

5. Weiler Plumbing & Heating installed a new service to the Lantern Lodge/ Plaza Azteca Restaurant. This will be a water only account and will eliminate the need for me to split up the bills so they no longer pay double sewer.

6. T.A Duffey tested 9 large diameter meters since last meeting. No testing was done last year due to Covid restrictions.

7. The hydrant that was hit in February is repaired and back in operation, I’m still waiting on a check from the vehicle owner’s insurance company.

8. All the Authority’s accounts at Fulton have been transferred over to Ephrata National bank except the 3 escrow accounts. They will be completed tomorrow. There is still $78,394.12 left in the General Account at Fulton until all the checks have cleared.

9. Filter #1 has had all the filter media reinstalled. We are in the process of trying to backwash and get the filter back online. The process has been long due to the fact that all of our backwash water goes into the backwash tank and must be recirculated back to the head of the plant. When we first started the water was completely black due to the Anthracite Coal.

10. I ordered all the spare parts for the SCADA System that were recommended by ACS and GES for a total of $6,250.00.

11. The Generator has been ordered for Well #5, half the money was paid.

12. I helped the auditor figure out the numbers that were in question on the audit report for the top 2 users in the system. The audit is all but complete but can not be finalized since PMRS still has not put out the 2019 or the 2020 numbers.

.

OFFICE REPORT FOR MAY 2021:

1. There were 0 new connection fees paid since last meeting.
2. There were 0 bad checks last month.
3. We posted 17 properties this month.
4. Shutoff notices were sent to 56 properties this month.
5. Starting today we are depositing to Ephrata National Bank. Transfers were made from Fulton to Ephrata and also to the Borough for their weekly draw. Invoice Cloud may not be able to start transferring payments to Ephrata immediately.
6. Wolf & Kline notified us to change their billing address. I had to change 164 accounts at a cost of $5.00 each. It took about 2 weeks. Because they notified us after their main batch of bills went out, we also had to remove penalties for the accounts since it took the Post Office 3 weeks to forward their bills. This added additional time.
7. Flexibill added the ability to put messages on our bills. I have samples to show everyone of the possibilities.
8. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

 Was reviewed.

SOLICITOR’S REPORT:

 Solicitor Sandoe asked about the indemnification agreement for the water main replacement project. Mr. Strause said that he has a signed copy. Mr. Sandoe said he will need a copy of that and Mr. Strause said he will provide him with one.

ENGINEER’S REPORT:

Was reviewed.

Motion by Mr. Angley; Second by Mr. Kale: To submit a tapping fee as prepared by Hanover Engineering to TC’s Lane at 4 E. Main Ave. for $15,015.00. Motion passed unanimously.

Motion by Mr. Angley; Second by Mr. Rittle: To extend for 60 days the filter media replacement project deadline. Motion passed unanimously.

A discussion was held on a new construction cost estimate opinion for the water main replacement. The new estimate is $1,637,508.00.

Motion by Mr. Ziegler; Second by Mr. Angley: To approve payment of $18,000.00 to Hanover Engineering for Phase 2 of the Bog Turtle Habitat evaluation. Motion passed unanimously.

OLD BUSINESS:

 The ELCO School District Water Line Project was discussed in the Engineer’s Report

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

The update on the Ephrata National Bank changeover was discussed in the Operations and Office Reports.

NEW BUSINESS:

The tapping fee for TC’s Lane was discussed and acted on in the Engineer’s Report.

Motion by Mr. Rittle; Second by Mr. Kale: To approve Requisition 01-2021 for $1695.00 for the Transmission Main Replacement Project and Requisition 02-2021 for $4846.70 for the Railroad St. Main Replacement Project both to Hanover Engineering Inc. Motion passed unanimously.

Motion by Mr. Rittle; Second by Mr. Angley: To pay Derstine Co. LLC $35,280.00 for the first portion of the payment for the Filter Media Replacement Project from the General Fund. Motion passed unanimously.

A discussion was held on bulk water rates for filling swimming pools. It was decided to leave the rates as they are.

A quote was presented by Swonger Construction to replace the doors at the Water Plant. The quote was discussed.

Motion by Mr. Rittle; Second by Mr. Kale: To approve the quote of $11,500.00 to Swonger Construction to replace the doors on the Water Plant with steel doors. Motion passed unanimously.

A discussion was held on the request by 111 S. Locust St. for a separate meter for watering their grass with no sewer bill. The Authority decided against this.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:15 P.M., prevailing time.

 Respectfully submitted,

 Terry M. Miller

 Asst. Sec.

 `