Myerstown, PA 17067

August 10, 2023

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; and Operations Manager Chris Strause.

MINUTES:

Motion by Mr. Ziegler: Second by Mr. Angley: To approve the minutes of the July 13 and July 27, 2023 meetings as distributed. Motion passed unanimously.

CITIZEN’S COMMENTS:

None

COMMUNICATIONS:

1. PA One Call Fee Schedule for 2023
2. Miers Insurance Welcome 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 AUGUST 2023:

1. Cycle #3’s meters were read for the month August 2023.

2. 60 Pa One Calls were responded to in July 2023.

3. Kleinfelder was out today to install the data loggers. I don’t believe they got them in but said they will be here tomorrow.

4. Southern Corrosion will be onsite Monday to start with prep work for painting of the tank. A test was run today on closing off the elevated tank and running off of just the ground tank, everything seemed to work ok. The temporary discharge permit was issued to drain the tank 7-31-2023.

5. A 6” valve at Main and Race started leaking, so we replaced it. The bonnet was broken and leaking. A. H. Moyer performed the work.

6. So far Jackson Township’s contractor has hit 2 services lines on the sewer lateral job on W. Washington Ave., in both cases the water line is directly above the sewer line. They somehow were allowed to be installed in the same ditch.

7. Todd Duffey has completed the 300-meter replacements. There are a few paperwork issues so

I am still holding final payment until all inaccuracies are completed.

8. I bet with the new rep from the Larson group Quay Shappell.

9. I took the easement description to the new owner of Steve’s Transmission. The conversation was very brief.

10. I attended a walk-through of 113 E. Main Street, (old shirt factory). The meter and backflow preventer are brand new. They do have a few issues on the fire service, but those will be addressed through ABI, the borough code enforcement officials.

OFFICE REPORT FOR AUGUST 2023:

1. There were 4 new connection fees paid since last meeting.
2. There was 1 bad check last month. Customer tried to repay the bill a second time with another check which we sent back.
3. We posted 13 properties this month.
4. Shutoff notices were sent to 40 properties this month.
5. Entry of new Kamstrup meters into the Harris system installed by Duffey is about 1/3 finished. There are a few errors that Duffey will have to correct.
6. We added a new Fire Service for 19 E. Center Ave.
7. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

Was reviewed.

SOLICITOR’S REPORT:

No report from McDonald’s on their Deed of Dedication. Mr. Sandoe will attempt to contact them again.

ENGINEER’S REPORT:

Was reviewed.

OLD BUSINESS:

The Water Plant structural issues were discussed. The crack monitors show movement. Additional monitors will be installed, the monitors already in place are not mounted in the correct position.

The quote from Hach to replace all the 1720E Turbidity Meters per DEP FPPE comments was discussed. It was decided to table the proposal until next month.

NEW BUSINESS:

The addition of a request to add in-law quarters at 20 W. Maple was discussed. It was decided that a tapping fee would have to be paid for this to occur.

Motion by Mr. Kale; Second by Mr. Angley: To impose a tapping fee for the addition being built at 20 W. Maple Ave. Motion passed unanimously.

A discussion was held on a possible tapping fee or EDU increase for the Creekside Banquet Hall on S. Race St. It was decided that more information needs to be gathered so it was tabled until next month.

Motion by Mr. Angley; Second by Mr. Rittle: To approve payment of $435.60 to Hanover Engineering from the 428 W. Lincoln Escrow Account. Motion passed unanimously.

Motion by Mr. Ziegler; Second by Mr. Kale: To approve payment of $544.50 to Hanover Engineering from the Dunkin Donuts Escrow Account. Motion passed unanimously.

Motion by Mr. Kale; Second by Mr. Angley: To approve Requisition 29-2023 for $14267.28 to Hanover Engineering for the transmission main project. Motion passed unanimously.

A discussion was held on the quote from Fraser Advanced Information System on replacing our old copier with a new one. This was tabled until next month.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 8:54 P.M., prevailing time.

Respectfully submitted,

Brian Ziegler

Secretary

Transcribed by Terry Miller

Admin. Sec.