Myerstown, PA 17067

September 12, 2024

Vice Chairman Patrick Angley 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: Steven Hammer; Treasurer Bryan Rittle; Secretary Brian Ziegler; Asst. Treasurer Samuel Moyer; Vice Chairman Patrick Angley; Engineer Farley F. Fry; Solicitor Kenneth Sandoe; operator Steve Hickernell, and operator Casey Walborn.

MINUTES:

Motion by Mr. Hammer; Second by Mr. Rittle: To approve the original minutes of the August 8, 2024 meeting as distributed with the annotation that Mr. Strause received an actual $32,707.55 payout for his unused sick and vacation time remaining for his severance package. Motion passed unanimously.

CITIZEN’S COMMENTS

None.

COMMUNICATIONS:

None

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 SEPTEMBER 2024:

* Cleaned and Calibrated Raw Water Turbidity meter
* Continued to monitor and adjust Coagulant feed from the high turbidity event from early in the month. Slowly getting back to normal
* Leak on customer side of service at 122 W. Washington, we assisted slightly but it was the homeowner’s responsibility. They had it fixed the same day.
* Meeting with developers and contractor for “Cornerstone Commons” nothing to note. They have our approved plans.
* TTHM and HAA5 samples collected
* Extra pumping is beginning to diminish slightly. We are gaining back better overnight.
* Tulpehocken Terrace replaced their backflow on the domestic and fire line.
* During valve operation for shutting down Tulpehocken Terrace, the valve broke. I believe the top cap nut(s) broke. This was located on Rt. 501 and Richland Ave. A.H. Moyer was out the next day and the valve was replaced.
* Meeting with Engineer for the Quarry Dr. subdivision. Farley was present as well. Nothing notable. They were informed of our requirements.
* Southern Corrosion Control was here and did Elevated and Ground Tank inspections.
* Bacteria sampling was completed for the month
* Garber Meterology was here and completed our scale calibrations
* 310 W. Jackson, located curbstop and shut off. This house is to be torn down. They will have to dig up and turn off the Corporation stop in the future.
* New Windows were installed by Swanger
* Water Service Professionals completed the 3rd quarter 2024 performance evaluation on #1 filter .
* Stormwater project began at the plant. Proceeding just fine.
* DEP here doing NPDES Compliance Inspection. (No violations) Report is available, I can print it for you if you’d like.
* Monthly DEP data submitted to DWELR
* Review quote from Hach for the Turbidimeters self cleaners
* Well Depths collected weekly as follows

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 8/1/2024 |  | 37' P |  | 36' S |  | 34' P |  | N/A |
|  |  |  |  |  |  |  |  |  |
| 8/8/2024 |  | 19' S |  | 32' P |  | 24'P |  | N/A |
|  |  |  |  |  |  |  |  |  |
| 8/15/2024 |  | 19' P |  | 20' S |  | 15' S |  | N/A |
|  |  |  |  |  |  |  |  |  |
| 8/22/2024 |  | 18' P |  | 24' P |  | 16' S |  | N/A |
|  |  |  |  |  |  |  |  |  |
| 9/5/2024 |  | 20' S |  | 29' P |  | 24'P |  | N/A |

OFFICE REPORT FOR SEPTEMBER 2024:

1. There were 0 new connection fees paid since last meeting.
2. There was 1 bad check last month on August 17th for 515 W. Washington Ave. They have not paid as of yet, so property was posted with 10 day shutoff on Monday.
3. The bad debit from last month paid.
4. We posted 22 properties this month as of yet.
5. Shutoff notices were sent to 78 properties this month.
6. All new Kamstrup meters from Duffey are in the system.
7. Ephrata Bank took a $200.95 charge for a PayPal chargeback from us even though we disputed it. We had to absorb this charge as Chris thought we had it taken care of and emailed the Bank that we weren’t paying it.
8. The credit card administrative person was corrected to Steve Hickernell and my card was unlocked for use until Steve gets one, so we can at least charge things for now.
9. Attached is a copy of the most recent Auditor’s Report that I do monthly.

CASH POSITION:

Not available this month, will be emailed to Authority members.

SOLICITOR’S REPORT:

Nothing to report.

ENGINEER’S REPORT:

Was reviewed.

OLD BUSINESS:

Motion by Mr. Rittle; Second by Mr. Moyer: To award the Transmission Main Project to A. H. Moyer with alternate 1 and 2 added (inclusive) totaling $1,695,130.50. Motion passed unanimously.

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

NEW BUSINESS:

Motion by Mr. Moyer; Second by. Mr. Rittle: To approve payment of $65.00 to Hanover Engineering from the Cornerstone Estates Escrow Account. Motion passed unanimously.

Motion by Mr. Rittle; Second by. Mr. Ziegler: To approve payment of $799.25 to Hanover Engineering from the 651 Land Development Escrow Account. Motion passed unanimously.

Motion by Mr. Rittle; Second by Mr. Ziegler: To approve the 2025 MMO for the Myerstown Water Authority Pension Plan. Motion passed unanimously.

Motion by Mr. Hammer; Second by Mr. Moyer: To approve the Hach quote of $3302.85 for the purchase of 3 new Turbidity meter cleaning units for the turbidity meters. Motion passed unanimously.

The SAM renewal for grant applications was discussed. No action was taken at this time.

A discussion was held on the Penn Power 2 year generator service contract. It was decided to add the generator at Well 5 and have them update the quote.

Motion by Mr. Hammer; Second by Mr. Ziegler: To make a $1000.00 donation to the Myerstown Pool. Motion passed unanimously.

Motion by Mr. Rittle; Second by Mr. Ziegler: To renew the software contract with Sensus for one year for $3700.00. Motion passed unanimously.

The need to update signatures for the Empower Retirement Plan was discussed.

The Authority will hold a second meeting on September 26, 2024 to review bids for the Joint Seal Project for the Water Plant exterior walls.

A discussion was held on the titles for Steve Hickernell and Casey Walborn. The Authority titled them as follows:

Casey Walborn- Operations Manager/ Senior Operator

Steve Hickernell- Business Manager/ Senior Operator

EXECUTIVE SESSION

The Authority went into Executive session from 8:46 P. M. to 9:22 P. M.

ADJOURNMENT:

No further business to come before the meeting, the meeting was adjourned at 9:23 P.M., prevailing time.

Respectfully submitted,

Brian Ziegler

Secretary

Transcribed by Terry Miller

Asst. Sec.

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