

Strasburg Borough Authority  
January 26, 2005 - meeting rescheduled for January 31, 2005

January 31, 2005

**STRASBURG BOROUGH AUTHORITY  
FEBRUARY 23, 2005  
MINUTES**

MEMBERS PRESENT: Wiker      Bachman      Anderson      Fox (3:30 P.M.)

OTHERS PRESENT:

Paul Miller Jr., Public Works Director  
Christine D. Drennen, Admin. Asst.  
Ray Miller, HRG, Inc.  
Shannon Williams, HRG, Inc.  
Harry B. Yost, Solicitor  
Craig R. Lefever, Strasburg Rail Road Co.  
Stephen Smoker

**CALL TO ORDER AND PLEDGE TO THE FLAG:** The meeting was called to order at 3:10 P.M., by Chairman Wiker.

**CITIZEN'S COMMENTS:** None.

**MINUTES OF JANUARY 31, 2005:** This item was tabled until the next meeting.

**RAILROAD SEWER SERVICE DISCUSSION:** Craig Lefever, representing the Strasburg Rail Road, was present and Harold Wiker stated that he talked with Mr. Moedinger and they are interested in moving forward with obtaining sewer service.

It was the consensus of the Authority to authorize the Solicitor to begin drafting a sewer service agreement focusing on the area that is addressed in the Act 537 Plan. Items to be included in the agreement are:

- Invoicing one party directly, not involving Strasburg Township.
- The Rail Road will furnish the right-of-ways and install the lines.
- It will be a privately-owned line to our existing manhole.
- The Rail Road will purchase EDUs the same as all other customers.
- A 30,000 gpd maximum will be considered and if the peak flows exceed this maximum, they will need to install a holding tank to discharge at night.
- The Authority will be responsible for metering and sampling.
- The installation of the lines will be in accordance with the Authority specifications and inspected and approved by the Authority.
- The meter will be installed at a location approved by the Authority.
- Capital assessments by the City of Lancaster or SLS A will be prorated for the RailRoad based on the capacity purchased.
- The Solicitor and Engineer will work together to develop a draft agreement.

As previously agreed, Chairman Wiker stated that the Rail Road will pay for the work to develop the agreement.

**S.E. SMOKER – WATER/SEWER DISCUSSION:** Steve Smoker was present and explained that he owns both Historic Properties and the Nortfield Partners parcels of land along Historic

Drive and an eating establishment will be placed on one of these parcels but he hasn't yet decided which parcel. Mr. Smoker's first question was how to write his application for the EDU's. Following discussion, Mr. Smoker decided to buy one EDU per parcel and will purchase the additional required EDUs when the uses are determined.

Mr. Smoker's second question was regarding the 5 year time limit, asking that the time begin when the Route 896 Relocation project is complete. Don Bachman made a motion, seconded by Ron Fox and passed unanimously to have the Solicitor develop appropriate language and review the reservation regulations regarding this request for action at the next meeting.

**TREATMENT PLANT UPGRADE PRESENTATION – RAY MILLER:** Shannon Williams, the engineer from HRG who developed the treatment plant upgrade report, was present and reviewed the possible options. She stated that the goal for the upgrade was to design a treatment plant to handle the extreme peaks and valleys in usages that are created in our system due to tourism. The goal included an automated chemical feed system. The alternatives were reviewed and discussed and they recommend alternative 3 because of its cost effectiveness. The cost estimates do not include the second reservoir, but they do include a clearwell which could be eliminated if the second reservoir is installed during construction. Ms. Williams explained that the finished minimum size requirement is one day average flow, but she stated that peak usage and fire flow needs to be considered but cautioned that it can't be oversized because water could become stale or freeze.

Ray Miller stated that the Authority will need to make a decision on the reservoir size, with the minimum recommendation 500,000 gallons. The design of the reservoir was discussed and Ray Miller also suggested talking with Dutchland and setting a couple of workshop meetings to discuss the reservoir.

Harold Wiker stated that he suggests completing the treatment and reservoir at the same time. The Borough Manager will be asked to provide the timeframe for spending the water improvement monies at the next meeting.

Joe Anderson asked what the fire flow currently is to the fire hydrants. Paul Miller stated that the fire flow was tested and currently 500-600 gpm was found on East Main Street. Shannon Williams stated that the desired fire flow is between 1000 and 1500 gpm for NFPA and 20 pounds psi.

**UPDATE ON POSSIBLE SEWER CONNECTIONS ALONG VILLAGE ROAD:** Paul Miller reported that there is a sewer vent there but it is not connected to our system.

**REVIEW OF EMERGENCY RESPONSE PLAN:** The Staff will provide copies for review at the next meeting.

**OTHER BUSINESS:** None.

**CITIZEN'S COMMENTS:** None.

**ADJOURNMENT**: Joe Anderson made a motion to adjourn the meeting at 5:15 P.M., seconded by Ron Fox and passed unanimously.

Respectfully submitted,

Christine D. Drennen  
Administrative Assistant

**STRASBURG BOROUGH AUTHORITY  
MINUTES  
MARCH 23, 2005**

**MEMBERS PRESENT:** Harold Wiker Ron Fox Don Bachman

**OTHERS PRESENT:** Lisa M. Boyd, Borough Manager  
Paul Miller Jr., Public Works Director

**PUBLIC COMMENT:** None

**MINUTES OF FEBRUARY 23, 2005:** Ron Fox made a motion to approve the minutes of the February 23, 2005 meeting as printed, seconded by Don Bachman and passed unanimously.

**TRAILS AT STRASBURG – APPROVAL OF WATER AND SEWER CHANGES AND RESPONSE TO AUTHORITY’S LETTER:** The members reviewed the response letter from RGS Associates and the revised Preliminary plan regarding the water and sewer issues for the Trails at Strasburg development. The following are some of the main issues discussed. The comments will be included in a letter to RGS. The construction sequencing outlined on the plan must be reviewed with Paul Miller to receive his input and approval before finalization. A legal document must be provided to eliminate any existing rights of way. A letter must be provided from the Strasburg Fire Company indicating they are satisfied with the fire hydrant placement. As an alternate to the construction to connect to the existing water line in Miller Street, the Authority would accept a tapping sleeve and valve. The escrow to be established for the work associated with the water and sewer system should be provided to the Borough Authority.

The Authority also reviewed the proposed cost opinion, as it pertains to the water and sewer, for the escrow for the improvements needed for the potential extension of Susan Avenue. During their reviewed they noted that the proposed escrow did not include any allowances for pumping; either for trench dewatering of this extremely wet area for pipe installation or for maintenance of flow for the existing sewer in Susan Avenue. The Authority does not believe the unit prices indicated for the pipe installation are sufficient to include the required pumping. RGS will be requested to investigate the installation requirements and revise their water and sewer installation cost estimate.

**REVIEW OF EMERGENCY RESPONSE PLAN:** A motion was made by Ron Fox, seconded by Don Bachman and passed unanimously to approve the plan as printed and to forward the plan to PADEP as required.

**FENCING OF ROHRER WELL – AUTHORIZATION TO PROCEED:** The Borough Manager estimated that the cost of the material will be \$1,700 and the Public Works Department will be installing the fence. A motion was made by Don Bachman, seconded by Ron Fox and passed unanimously to authorize the purchase of the material and to allow the Public Works Department to proceed with the installation.

**PAYMENT OF APPEL & YOST INVOICE:** A motion was made by Don Bachman, seconded by Ron Fox and passed unanimously to approve the payment of the Appel & Yost invoice in the amount of \$259.00.

**OTHER BUSINESS:**

Lisa Boyd reported that the Authority audit will be completed by Reinsel Kuntz Leshner on March 31.

Harold Wiker stated that the staff will tract the legal and engineering costs regarding the Strasburg Railroad sewer service and the Railroad will be invoiced for those costs. Mr. Wiker also reported that a workshop session will be held with representatives of the Railroad and Harry Yost on either April 13 or 14. The staff will confirm the date and notice the members.

Harold Wiker also added that he and Don Bachman will be meeting representatives from Sight and Sound on March 31<sup>st</sup> at 8:30 a.m. to discuss the status of their sewer situation.

**PUBLIC COMMENTS:** None

**ADJOURNMENT:** A motion was made by Ron Fox, seconded by Don Bachman and passed unanimously to adjourn the meeting at 4:35 p.m.

Submitted by:

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Lisa M. Boyd, Borough Manager



**Letter from City of Lancaster** – The members reviewed the letter from the City of Lancaster dated April 15, 2005 which explains that they will be bringing their sludge into compliance with Federal and State regulations. The city has developed a scope of work and executed a contract with Camp, Dresser & McKee for the lime stabilization facilities design. The cost of this service is \$395,000. They will prepare a draft escrow agreement (outlining the Borough's cost share of the project) and it will be forwarded to the Authority in the near future.

**Sight & Sound** – Doyle Heisey stated that if the Authority would provide sewer service to them (12,000 gpd currently, 45,000 gpd total in future), they would have holding tanks that would allow them to hold the sewage throughout the day and pump it overnight during the Borough's low flow period. The Authority suggested that an agreement be made between Glenn Eshelman and the Borough stating that the EDU's currently shown for his property in the Borough would be allocated to Sight and Sound. Doyle will confirm with Glenn if he would be willing to be part of such an agreement. Since Glenn Eshelman currently owns most of the land between Sight & Sound and pump station #2, the line could be installed through his property and possibly tie into the force main on North Jackson Street instead of Pump Station #2. Pump signals would be installed which would automatically monitor when the sewage could be pumped into the Borough's system.

**Trails at Strasburg** – The applicant will be submitting a revised plan, based on the Authority's comments, for another review by the Authority.

**Smoker Plan** – Harry Yost reported that based on Reservation of Capacity Agreement (section 405), the Authority can extend the 5 year period at their discretion.

**Sewer Capacity** – Ray Miller will inquire with the City/SLSA to see if there is any interest in purchasing the Borough's sewer capacity.

**PUBLIC COMMENT** - None

**ADJOURNMENT** – A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to adjourn the meeting at 5:02 p.m.

Respectfully Submitted,

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Lisa M. Boyd  
Borough Manager



been relocated as requested by the Fire Company. The items outlined in HRG's comment letter have been addressed. A tap and sleeve could be utilized to tie into Miller Street. The 45 degree angle in the sewer line to the JC Park should be reconfigured.

**INFLOW & INFILTRATION – PUMP STATION #2 AREA** - The members reviewed the plan which shows which sewer mains have been televised in the Pump Station #2 area.

**OTHER BUSINESS** – It was the consensus of the members to cancel the June 22<sup>nd</sup> meeting, and reschedule it for July 6<sup>th</sup> at 3 p.m.

**PUBLIC COMMENT** – Act 57 regarding tapping fee calculations was briefly discussed, with the study being completed by HRG for the July 6<sup>th</sup> meeting.

**ADJOURNMENT** – A motion was made by Don Bachman, seconded by Joe Anderson and passed unanimously to adjourn the meeting at 4:32 p.m.

Respectfully Submitted,

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Lisa M. Boyd

# STRASBURG BOROUGH AUTHORITY

June 13, 2005 - 3:30 P.M.

## MINUTES

**Members Present:** Jim Kiscaden                      Don Bachman                      Joe Anderson

**Others Present:**

Lisa M. Boyd, Borough Manager  
Harry Yost, Solicitor  
Ray Miller, Engineer

**CITIZEN'S COMMENTS** - None

**SUBURBAN LANCASTER SEWER AUTHORITY – BUYBACK OF SEWER**

**CAPACITY DISCUSSION** – In order to continue discussions on selling the Borough's sewer capacity to SLSA the following items should be determined/reviewed: Sewer plant location, review of existing legal agreements, potential costs for construction of sewer plant, determination of annual costs to maintain and operate a plant, and determination of Urban Growth Boundaries in the Township to establish which residents and/or businesses that could be served. Ray Miller reported that a letter has been sent to DEP inquiring about discharge criteria for 500,000 and 600,000 gallons per day. A response should be received by out July 6<sup>th</sup> meeting. The members will be provided with pages 47-60 of the Act 537 plan which outlines plant location options, cost of a plant and maintenance costs based on 1998 costs.

A motion was made by Don Bachman, seconded by Joe Anderson and passed unanimously to authorize the solicitor to review the current agreements between the Borough and SLSA and the City to ascertain if we have the right to disengage from the agreements and sell the Authority's sewer capacity to one of the members and to have the engineer determine preliminary costs and develop a time line to construct our own sewer plant.

A letter will be sent to SLSA indicating that the Authority is very much interested in discussing the possibility of SLSA buying back the Borough's 420,000 gpd of capacity.

**UPDATE ON SIGHT & SOUND SEWER SERVICE REQUEST** – Jim Kiscaden reported that Sight and Sound has requested that request for sewer service be put on hold so they can do further review of the costs to hoop-up and until the Borough has completed the Act 57 tapping fee evaluation.

**UPDATE ON STRASBURG RAILROAD SEWER SERVICE REQUEST – Act 57** – Jim Kiscaden reported that on June 6<sup>th</sup> a meeting was held with representatives of the Railroad, Railroad Museum and the Department of General Service to discuss sewer service. It was reported that the Railroad Museum cannot utilize public funds to pay private enterprise. The Museum could purchase EDU's from the Authority, but couldn't reimburse the Railroad for installing the sewer line. Therefore, they would be unable to reimburse the Railroad if they were to install the sewer line. We are inquiring with Harry Yost if the Railroad installs the sewer line, can it be dedicated to the Authority so they can bill the Museum for their share of the installation

costs. The Authority was also asked if they would be willing to install the sewer line with reimbursement for the costs being made directly to the Authority. The Railroad indicated that they want to proceed with the agreement and installation of the line and the Museum in the meantime can decide how they can hook-up. After a walking tour of the possible sewer line locations, it was determined that the best location would be on the north side of Rt. 741 out of the PADOT row. The next meeting with the Railroad will be on July 11<sup>th</sup> at 1 p.m.

**PAYMENT OF APPEL & YOST INVOICES** –A motion was made by Joe Anderson, seconded by Don Bachman and passed unanimously to approve the payment of the three Appel & Yost invoices totaling \$3000.50.

**OTHER BUSINESS** – It was the consensus of the members to authorize Lisa to execute the Highway Occupancy Permit Applications for the Trails at Strasburg for the installation of two 8” Water main connections.

**PUBLIC COMMENT** – None

**ADJOURNMENT** – A motion was made by, Joe Anderson, seconded by Don Bachman and passed unanimously to adjourn the meeting at 3:55 p.m.

Respectfully Submitted,

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Lisa M. Boyd  
Borough Manager

**STRASBURG BOROUGH AUTHORITY**  
**July 6, 2005 - 3:30 P.M.**

**MINUTES**

**Members Present:**    Jim Kiscaden                      Don Bachman                      Joe Anderson

**Others Present:**

Lisa M. Boyd, Borough Manager  
Diana Hallman, Borough Secretary  
Harry Yost, Solicitor  
Ray Miller, Engineer  
Brian Groff

**CITIZEN'S COMMENTS** - None

**STRASBURG RAILROAD SEWER SERVICE DISCUSSION** – Jim Kiscaden reported that he and Don Bachman will meet with representatives of the Strasburg Railroad, the Railroad Museum, and the Department of General Services on July 11<sup>th</sup> at 1 p.m. to review a potential agreement on how the Railroad Museum can hook-up to the sewer system. The Railroad and Tom Groff, the representative of the Choo Choo Barn want to move forward with a plan to place the sewer line on the north side of Rt. 741. It is estimated that the Railroad would need 30,000 – 40,000 gallons per day of water. The Railroad Museum is also interested in hooking to the system, but does have an issue of using public funds for a private project. One issue to be discussed with Harry Yost is if the Authority could accept the sewer lines in the future with the exception of the grinder pumps.

**SEWER PLANT DISCUSSION** - Jim Kiscaden suggested that the Borough sell their sewer capacity to SLSA, then develop and design its own system following the discharge criteria established by DEP for streams within the Basin. Pumping Station #5 and the Mersky farm were thought to be the best locations for the building of a sewer plant. A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to authorize Ray Miller and Harold Wilker to meet with SLSA representatives to discuss the selling of the sewer capacity, and get an idea of what they feel would be a fair and reasonable marketing value. They will also contact the Mersky family to inquire if they would be interested in selling land for the possible construction of a municipal sewer plant.

**REVIEW OF TAPPING FEE CALCULATION– Act 57** – A motion was made by Jim Kiscaden, seconded by Joe Anderson and passed unanimously to adopt resolutions #2005-1 and 2005-2 which modify the amount of the tapping fees payable by the owner of each improved property who or which connects such property with the water and sewers systems constructed and owned by the Authority. The modified amounts shall be effective as of July 1, 2005 with the water tapping fee being \$3,245 per EDU (164 gpd) and the sewer tapping fee being \$5,198 per EDU (227 gpd).

**PROPERTY FOR SALE – 125 SIDES MILL ROAD** – A motion was made by Jim Kiscaden, seconded by Joe Anderson and passed unanimously to not pursue the purchase of this property at

this time. The Borough may contact the future owners on the possible purchase of a well sight at a later date. If the Authority were to utilize the existing springs as a future water source, or the property as a future well sight, it may be impossible to protect the site. The water quality is unknown at this time and would need DEP approval.

**STRASBURG BUSINESS PLACE (S. E. SMOKER) – REQUEST FOR WATER AND SEWER CAPACITY** – A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to table the request for allocation and reservation of water and sewer capacity along the north and south side of Historic Drive. Mr. Smoker will be asked to attend a future meeting to discuss the sewer lines.

**STRASBURG COMMONS (CHARTER HOMES) – REQUEST FOR WATER AND SEWER CAPACITY** - A motion was made by Don Bachman, seconded by Joe Anderson and passed unanimously to grant Charter Homes their request for water and sewer capacity.

**COUNTY’S REQUEST FOR RECONSIDERATION OF SEWER SERVICE TO SINGLE LOTS IN STRASBURG TOWNSHIP – TRAILS AT STRASBURG** - A motion was made by Jim Kiscaden, seconded by Joe Anderson and passed unanimously to again deny the request for sewer service to the single lot in Strasburg Township. The Borough may reevaluate serving residents outside of the Borough within the Urban Growth Boundaries when a Borough Plant is built.

**OTHER BUSINESS** –

The next Authority meeting will be July 27<sup>th</sup> at 3 p.m.

**PUBLIC COMMENT** – None

**ADJOURNMENT** – A motion was made by Joe Anderson, seconded by Jim Kiscasen and passed unanimously to adjourn the meeting at 5:02 p.m.

Respectfully Submitted,

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Lisa M. Boyd  
Borough Manager



conveyance and treatment costs to date. Capital construction costs paid to SLSA should also be evaluated along with the cost of the original capacity and the 100,000 gpd purchased at \$5.75, then meet with SLSA to discuss and negotiate if necessary. Harold Wiker requested that Borough Authority meet an hour earlier next month to revisit the Budget. Lisa Boyd offered to work with Ray Miller to gather past figures paid and expenses incurred so the Authority can arrive at a fair selling price.

**REQUEST FOR WATER AND SEWER SERVICE – HULL** – A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to table the request for water and sewer service to Hull until more information is obtained on the 150 ft. Rule and what exactly was adopted by the Borough concerning this rule. Lisa Boyd said she would look for additional information.

**AUTHORIZATION TO REQUEST INCREASE IN WATER ALLOCATION FROM SPRINGS AND STATUS OF DROUGHT TRIGGER POINTS EVALUATION** – There is too much spring water going into the reservoir, so it was suggested by the DEP to increase the water capacity entering the basin. We need a well dependent system so we will not be found in violation. It was suggested that the worksheet for water usage to figure drought trigger points be reviewed yearly. Chief Echternach stated that we are being used as a model program. He said it would be easier to increase our capacity than to defend the violation. A motion was made by Jim Kiscaden, seconded by Ron Fox and passed unanimously to approve the drought trigger points and authorize the Borough Manager to request an increase in allocation for the springs.

**OTHER BUSINESS** – None

**PUBLIC COMMENT** – None

**ADJOURNMENT** – A motion was made by, Jim Kiscaden seconded by Don Bachman and passed unanimously to adjourn the meeting at 4:52 p.m.

Respectfully Submitted,

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Lisa M. Boyd  
Borough Manager



**REQUEST FOR WATER & SEWER SERVICE – HULL** – A motion was made by Don Bachman, seconded by Jim Kiscaden and passed unanimously to deny the request for water and sewer service to the Hull's based on the fact that the Borough does not have sufficient water or sewer capacity at this time to service anyone other than the build-out of the Borough.

**BID AWARD – ESH PROPERTY SEWER SYSTEM** – During the Authority's purchase of the Esh property located at the corner of White Oak Road and Peach Lane, an inspection was done on the sewer system and the system failed the inspection and is illegal. As part of the purchase \$8,000 was deducted from the purchase price in order for the Authority to have the system replaced. Three bid tabulations were received for the replacing of the system. A motion was made by Don Bachman, seconded by Jim Kiscaden and passed unanimously to award the bid to the low bidder, Scott Denlinger Excavating at a bid of \$5,900. All required permits have been obtained and the tenant has been notified that the replacement will take place October 15<sup>th</sup>.

**OTHER BUSINESS** – Omar Stoltzfus who rents at 88 Spring Road is requesting to construct a fence to hold his horses in on property beside him owned by the Borough. A motion was made by Jim Kiscaden, seconded by Joe Anderson and passed unanimously to deny Mr. Stoltzfus's request to construct a fence on Borough property.

**PUBLIC COMMENT** – None

**ADJOURNMENT** – A motion was made by, Jim Kiscaden, seconded by Don Bachman and passed unanimously to adjourn the meeting at 4:55 p.m.

Respectfully Submitted,

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Lisa M. Boyd  
Borough Manager



of the parking area if a repair becomes necessary. Mr. Hess will forward the draft agreement to Harry Yost for his review. The agreement will pertain to both the Historic Property Partners and North Field Partner Properties. The agreement must be recorded once approved by the Authority. Mr. Smoker will present the plan to the Fire Company for their review. Mr. Smoker was reminded that if an eating establishment is developed on the site grease traps must be installed.

**2006 BUDGET & CAPITAL IMPROVEMENTS PROGRAM** - Lisa Boyd provided a Treasurer's Report showing the budget breakdowns for use in making future financial decisions. It was the consensus to hold a budget workshop on October 20<sup>th</sup> at 7:30 p.m.

**OTHER BUSINESS** - Lisa Boyd shared the bill of August 11, 2005 from Suburban Lancaster Sewer Authority for the billing of Flow Charges for the second quarter of 2005. Gail Robinson, project manager with Camp Dresser & McKee Inc. stated in her letter that the actual treatment cost was higher than the cost the 2004 invoices were based on. Mrs. Robinson also included information received from the City audit which supports the new flow rates.

**PUBLIC COMMENT** - None

**ADJOURNMENT** - A motion was made by, Jim Kiscaden, seconded by Don Bachman and passed unanimously to adjourn the meeting at 4:55 p.m.

Respectfully Submitted,

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Lisa M. Boyd  
Borough Manager

**STRASBURG BOROUGH AUTHORITY**  
**October 26, 2005 - 4:00 P.M.**

**MINUTES**

**Members Present:** Harold Wiker Jim Kiscaden Don Bachman Joe Anderson

**Others Present:**

F. Steven Echternach, Chief of Police/EMC	Keith Miller, RGS Associates
Lisa M. Boyd, Borough Manager	Paul Miller, Public Works Director
Diana Hallman, Borough Clerk, Police Secretary	

**CITIZEN'S COMMENTS** - None

**MINUTES OF SEPTEMBER 28, 2005** - The Minutes were tabled until the November 23<sup>rd</sup> meeting.

**PAYMENT OF BILLS** – The members reviewed the list of bills for the period September 10 through October 7, 2005. To help members distinguish their bills and the portion they are responsible for, Lisa Boyd will hi-light as discussed. A motion was made by Jim Kiscaden, seconded by Joe Anderson and passed unanimously to except the payment of bills.

**PUBLIC WORKS REPORT** – Paul Miller submitted his report dated October 6, 2005. Harold Wiker asked Paul Miller the percent of well usage this month. Paul Miller reported 36%. Harold Wiker thanked Paul Miller for a very well prepared report. A motion was made by Don Bachman, seconded by Jim Kiscaden and passed unanimously to except the Public Works Report as printed.

**SEPTEMBER TREASURER'S REPORT** - The members reviewed the Treasurer's Report for the period ending September 30, 2005. Harold Wiker stated that as the Authority moves ahead this would be a good report to have in hand.

**TRAILS AT STRASBURG**

**A. REQUEST WATER/SEWER CHANGES** - Keith Miller representing the Trails at Strasburg Project proposed to shift the crossing of the Sunset Avenue sewer and water lines to the north side of the road entering Candle Lane's right-of-way. In conjunction with their project, they would pipe the stream on the Deckman property under the Sunset Avenue extension. This piping would cause a conflict with the sewer. Keith Miller proposed that the sewer be lowered approximately 1' through the property to the connection in Candle Lane, which would also require lowering the invert of proposed MH-30 and lowering the design of the water main in Candle Lane. This would change the slope of the land which would need to be considered. Jim Kiscaden asked whether Keith Miller could get all the approvals for the through street, and if they could possibly do without the through Street. Harold Wiker suggested a manhole so they could avoid disturbing the street. A motion was made by Jim Kiscaden, seconded by Joe Anderson and passed unanimously to have Ray Miller, the Borough Engineer review the proposed plans and give them a full report for the November 23<sup>rd</sup> meeting.

**B. REQUEST FOR REDUCTION IN LETTER OF CREDIT** – Based on HRG’s recommendations, a motion was made by Joe Anderson, seconded by Jim Kiscaden and passed unanimously to approve the reduction in the Letter of Credit 0003806-Request #1 for the Trails of Strasburg Development in the amount of \$45,399.20, leaving a balance of \$370,562.50.

**STATUS REPORT - RAILROAD SEWER SERVICE AND WATER SERVICE FOR FIRE SUPPRESSION UPDATE** – There was no new information to report at this time.

**SALE OF SEWER CAPACITY** - Ray Miller sent the members of the Borough Authority and Lisa Boyd a memorandum with an approximate cost per gallon asking price for the sale of the Borough's 420,000 gallons sewer capacity to SLSA. A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to schedule and continue talks with SLSA knowing that the Authority has an initial asking price per gallon. Once the Borough sells, they can start their own treatment plant, at which time they will structure their own budget and own expenses.

**2006 BUDGET & CAPITAL IMPROVEMENTS PROGRAM** - The Authority was pleased to be able to review the budget before it was approved by Borough Council. Lisa Boyd submitted an extensive overview of the 2006 Draft Budget with projections based on the September 30<sup>th</sup> Treasurer’s Report. The Draft Budget includes a .2 tax increase, but does not include water/sewer rate increases. The only change made on the Authority's behalf was that a \$5,000 fund balance will be maintained in the water/sewer funds and all excess funds will remain in a separate account opened when the Authority became an operating Authority. The Authority will be approving the water and sewer funds at the Final Budget level. The Authority also updated the Capital Improvements plan. Salary increases have been included in the budget for the uniformed and non-uniformed employees. Minor funds and reserve funds were also addressed. Donation request increases have not been incorporated into the Draft Budget, and all Strasburg Railroad revenue will only be posted upon receipt. All capital improvement projects have been included in the appropriate funds. Revenues and expenses for 12 homes in the Trails at Strasburg development have been included in the Draft Budget, but costs and revenues for Charter Homes have not been included at this time. The preliminary budget will be reviewed at the November 23<sup>rd</sup> meeting. A motion was made by Harold Wiker, seconded by Jim Kiscaden and passed unanimously to approve the 2006 Budget and Capital Improvements Program.

**OTHER BUSINESS** – Lisa Boyd reported that the Esh Property sewer installation has been delayed because of wet weather. A motion was made by Jim Kiscaden, seconded by Joe Anderson and passed unanimously that based on Dale High’s (Paradise Township’s Sewage Enforcement Officer) recommendation the installation of the Esh Property sewer can be delayed until Spring, if he determines it to be too wet. Lisa Boyd reported that the purchase of the Lehman Property can proceed once the Urbans have completed the subdivision of the property on the south side of White Oak Rd. Lisa Boyd also reported that the three transducers and chart recorders have been ordered for the Fisher, King & Rohrer Wells.

**PUBLIC COMMENT** - None

**ADJOURNMENT** - A motion was made by, Jim Kiscaden, seconded by Joe Anderson and passed unanimously to adjourn the meeting at 4:15 p.m.

Respectfully Submitted,

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Lisa M. Boyd  
Borough Manager



development Project #2003-024 submitted by Keith Miller of RGS Associates contingent upon receipt of the full size drawings. Joe Anderson seconded the motion and passed unanimously.

**STATUS REPORT – RAILROAD SEWER SERVICE AND WATER SERVICE FOR FIRE SUPPRESSION** – Linn Moedinger of the Strasburg Railroad was present and reviewed the EDUs they anticipated purchasing at this time. Mr. Moedinger stated that they have a letter drafted to send to the potential residential customers to determine the amount of interest and those replies should be known in the beginning of 2006. He further stated that they have defined their service area as North of the old Railroad track.

It was the consensus that the Solicitor, Harry Yost, should be contacted to attend the December 28<sup>th</sup> meeting to begin modifying the contract language. The Railroad stated that they are interested in the Borough Authority acting as the administrator for their customers, including reading of meters and billing. The specifics of the administration will be defined in the agreement. Ray Miller stated that the usage measuring needs to be determined if it is by water usage or run time meter. He does not suggest the usage of small grinder pumps because of their inaccuracy.

Mr. Moedinger further explained that the Museum provided the Railroad with a proposal to install 5 fire hydrants on the Northeast corner of the Museum property and the Railroad to tap off of the Southwest corner for fire suppression. The Railroad and Museum are considering a swap where the Museum would install the water line, Railroad install the sewer line and no money would change hands. They have e-mailed the state and are awaiting a response. Ray Miller stated that the specifics for the sewer line installation have not yet been completed (crossing location, etc).

Mr. Moedinger stated that they are hoping to have the sewer line in service by Summer 2006 and Ray Miller stated that PennDOT is their biggest hurdle.

Regarding the water service for fire suppression, Harold Wiker mentioned that we need to start a program to reactivate the 8" line from the reservoir down 896.

**2006 BUDGET AND CAPITAL IMPROVEMENTS PROGRAM** – Christine Drennen reported for the Borough Manager that nothing within the 2006 Budget and Capital Improvements Program changed based on the Borough Council reviews and this will come back for the Authority's final approval at the December meeting.

**OTHER BUSINESS** – Ron Fox stated that because he has received additional duties as the result of a promotion at his work, he will be resigning from the Borough Authority after the end of 2005, but is willing to stay as a member on a month by month basis until a replacement can be found because of his position of Treasurer. Ron was thanked for his dedication in serving on the Authority. Harold Wiker stated that possibly a member of the previous Water Committee may be interested in serving and they should be contacted.

**PUBLIC COMMENT** - None

**ADJOURNMENT** - A motion was made by, Joe Anderson, seconded by Ron Fox and passed unanimously to adjourn the meeting at 4:16 p.m.

Respectfully Submitted,

Lisa M. Boyd  
Borough Manager

**STRASBURG BOROUGH AUTHORITY  
MINUTES  
DECEMBER 28, 2005**

**MEMBERS PRESENT:** Harold Wiker      Ron Fox      Don Bachman  
Joe Anderson

**OTHERS PRESENT:** Christine D. Drennen, Administrative Assistant  
Harry Yost, Solicitor  
Ray Miller, Engineer  
Stephen Smoker  
Bill Swiernik

**PUBLIC COMMENT:** None.

**MINUTES OF NOVEMBER 23, 2005:** Don Bachman made a motion to approve the minutes of the November 23, 2005 meeting as printed, seconded by Ron Fox and passed unanimously.

**LIST OF BILLS:** Ron Fox made a motion, seconded by Don Bachman and passed unanimously to approve the Borough of Strasburg 2005 Check Register for the period ending December 9, 2005.

Ron Fox outlined that he had one invoice in the amount of \$1,132.00 from Appel & Yost for legal services rendered through November 30, 2005. Joe Anderson made a motion, seconded by Don Bachman and passed unanimously to authorize the payment of this invoice as submitted.

**PUBLIC WORKS REPORT:** Ron Fox made a motion to accept the Public Works Report for the month of November 2005, seconded by Don Bachman and passed unanimously.

**STRASBURG BUSINESS PLACE – REVIEW OF WATER & SEWER ISSUES:** Stephen Smoker and Bill Swiernik were present to answer questions regarding the location of proposed water and sewer lines. A plan outlining the proposed locations was reviewed. Mr. Smoker indicated that his attorney is working on the agreement. It was the consensus to have the water line stubs remain, to add a valve and hydrant using the hydrant as a blow-off at the Lapp/Glick property line and extend manhole so that the lateral to Lot 10 is not on Lot 9. Mr. Smoker indicated that if the property to the north is not going to be more than 2 lots, he may come back to the Authority for their recommendation regarding the location of the lines.

The tree plantings in the right-of-way were discussed and Mr. Smoker agreed to move the trees so that they do not affect the water and sewer lines. The plan provides that all old lines would be abandoned and new, dedicated water and sewer lines would be utilized. Mr. Smoker did indicate that depending on the location that Charter Homes wishes to connect, the Authority may need to revisit the location of the lines and that this plan shows the existing conditions and plans.

Ray Miller stated that he will resend their comment letter regarding this plan and after review with the Borough Manager, will advise the Authority if all outstanding issues have been addressed.

**STRASBURG RAILROAD SEWER SERVICE:** It was the consensus that portions of the draft agreement conflict with the Authority's agreement with SLSA for exceeding the daily flow and that the penalties section should mirror the Authority's agreement with SLSA indicating that the Authority has the right to decide if penalties are passed on. A second revision would be to add that the Railroad and all of their customers will have to comply with all of the requirements of the Borough Authority and to demonstrate that all customers comply with the Borough Authority's requirements.

The administrative agreement and fees were discussed and Mr. Wiker stated that they are usually either a percentage of the bill or a flat fee per meter reading.

**TRAILS AT STRASBURG PHASE 1 – REQUEST FOR REDUCTION IN LETTER OF CREDIT:** The Trails at Strasburg Phase 1 – 2<sup>nd</sup> Request for reduction in letter of credit was reviewed. The Borough Manager provided written documentation that the engineer inspected the water and sewer improvements and confirmed that they are satisfactorily completed. Ron Fox made a motion, seconded by Don Bachman and passed unanimously to approve the Trails at Strasburg Phase 1 Request #2 reduction in the letter of credit in the amount of \$121,463.10.

**TRAILS AT STRASBURG PHASE 2 AND LOT #7 – REQUEST FOR WATER & SEWER CAPACITY:** Harold Wiker clarified that this board is not voting on any plan or approving any development, only evaluating if the Authority has 7 available EDU's for this development. Joe Anderson made a motion, seconded by Ron Fox and passed unanimously to approve the requested 7 water and sewer EDU's for the Trails at Strasburg Phase 2 and Lot #7.

**STRASBURG FIRE COMPANY – REQUEST FOR REDUCTION IN LETTER OF CREDIT:** The Borough Manager provided written documentation that the engineer inspected the water and sewer improvements and found them to be completed to their satisfaction. Joe Anderson made a motion, seconded by Ron Fox and passed unanimously to approve the reduction in the Strasburg Fire Company's letter of credit in the amount of \$40,461.07.

**APPROVAL OF 2006 FINAL BUDGET & CAPITAL IMPROVEMENTS PROGRAM:** The 2006 Final Budget and Capital Improvements Plan provided to the Authority contained no changes that affected the Borough Authority. Ron Fox made a motion to approve the 2006 Final Budget and Capital Improvements Program as they relate to Borough Authority business, seconded by Don Bachman and passed unanimously.

**OTHER BUSINESS:**

**Train Collectors Association:** The letter from the Train Collectors Association was briefly reviewed and it was the consensus to invite them to attend the January 25, 2006 Borough Authority meeting.

**Esh Sewer** – The installation of the sewage drainfield on the Esh property was discussed. Don Bachman made a motion, seconded by Joe Anderson and passed unanimously to

authorize an extension of time to install the sewage drainfield on the Esh property due to the weather and at the recommendation of the Sewage Enforcement Officer until May 30, 2006.

**PUBLIC COMMENTS:** None.

**ADJOURNMENT:** Joe Anderson made a motion, seconded by Don Bachman and passed unanimously to adjourn the meeting at 4:30 P.M.

Submitted by:

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Lisa M. Boyd, Borough Manager