

STRASBURG BOROUGH AUTHORITY
January 25, 2006 - 4:00 P.M.

MINUTES

Members Present: Harold Wiker Jim Kiscaden Don Bachman
Joe Anderson Ray Reeder

Others Present:

Paul Miller, Public Works Director	John Luppino, Operations Manager, Train Collectors Association
F. Steven Echternach, Chief of Police/EMC	Joe Tate, Red Caboose Motel
Lisa M. Boyd, Borough Manager	Russ Mac Nair, CDM
Diana Hallman, Borough Clerk	

CITIZEN'S COMMENTS - None

APPOINTMENTS - A motion was made by Jim Kiscaden, seconded by Joe Anderson and passed unanimously to appoint Harold Wiker as Chairman. A motion was made by Harold Wiker, seconded by Joe Anderson and passed unanimously to appoint Jim Kiscaden as Vice-Chairman. A motion was made by Harold Wiker, seconded by Jim Kiscaden and passed unanimously to appoint Ray Reeder as Secretary-Treasurer. A motion was made by Jim Kiscaden, seconded by Joe Anderson to appoint Harry Yost as Solicitor. A motion was made by Jim Kiscaden, seconded by Ray Reeder and passed unanimously to appoint HRG as the Engineering Firm based on the Agreement dated 1-25-2006. A motion was made by Jim Kiscaden, seconded by Ray Reeder and passed unanimously to appoint The Bank of Lancaster County as the depository.

CHAIRMAN - Harold Wiker

SOLICITOR - Harry Yost

VICE-CHAIRMAN - Jim Kiscaden

ENGINEER - HRG

SECRETARY-TREASURER - Ray Reeder

BANK - Bank of Lancaster County

DISCUSSION WITH REPRESENTATIVES FROM TRAIN COLLECTORS ASSOCIATION -

John Luppino, Operations Manager for the Train Collectors Association stated that both the National Toy Train Museum and the Red Caboose Motel are looking for a permanent solution to their waste water problems. At the suggestion and help of the Paradise Township they have applied for a Penn Works grant from the Commonwealth of PA to help finance the construction of an on site treatment plant for the two properties.

With the uncertainty of the awarding of this grant, The Museum and the Motel have explored the option of running a sewer line to a containment structure joining the Railroad system with possible construction beginning in mid-spring 2006. After discussions with the consulting engineer and solicitor for the Suburban Lancaster Sewer Authority (SLSA), the Association and the Motel might be able to obtain treatment capacity directly from SLSA through an inter-municipal agreement with Paradise Township. This proposal would require the use of the Strasburg Borough sewer system for conveyance only to SLSA, and therefore the Authority is being asked to consider an agreement to convey the sewer through its sewer lines.

John Luppino stated both the Association and the Motel are willing to finance the costs associated with the design and construction of the force main for connection to the proposed Strasburg Railroad sewer extension. If grinder pumps are required, they would be paid for and maintained by both the Association and Motel.

Jim Kiscaden stated that we don't have the capacity, due to pipe size and gravity flow lines, and both would be competing for the same time. Jim asked for approximate use per day. Mr. Luppino thought approximately 15,000 gallons a day with the Railroad using 10,000 a day. Jim said they would need a precise figure from an engineering firm of how many gallons used a day. Harold Wiker said the figure needed to be tight because of the way SLSA work their figures. Harold suggested they meet with SLSA before they come back to the February 22nd meeting. The Authority will follow up with Harry Yost and Ray Miller before any action could be taken.

MINUTES OF NOVEMBER 28, 2005 - A motion was made by Donald Bachman, seconded by Joe Anderson and passed unanimously to except the Minutes of November 28, 2005 as printed.

LIST OF BILLS - A motion was made by Donald Bachman, seconded by Jim Kiscaden and passed unanimously to approve the payment of bills dated 1-6-2006 for the period 12-10-2005 to 1-6-2006 in the amount of \$121,091.54

PAYMENT OF SIGMA CONTROLS FROM AUTHORITY FUNDS (TRANSDUCERS AND CHART RECORDERS FOR WELLS) - A motion was made by Jim Kiscaden, seconded by Donald Bachman and passed unanimously to approve the payment for the transducers and chart recorders bills from Sigma at a cost of \$3,136.84.

PUBLIC WORKS REPORT - A motion was made by Donald Bachman, seconded by Ray Reeder and passed unanimously to accept the Public Works Report dated January 5, 2006.

TRAILS AT STRASBURG PHASE 1 - REQUEST FOR REDUCTION IN LETTER OF CREDIT - A motion was made by Jim Kiscaden, seconded by Joe Anderson and passed unanimously to approve Request No.3 for a reduction of \$79,202.20 in the referenced letter of credit for the Trails at Strasburg development based on HRG's inspection of the water and sewer improvements completed this period and Paul Miller's on site inspections of the improvements.

OTHER BUSINESS:

896 Fire Hydrants - Jim Kiscaden suggests that because of truck traffic along 896 there should be a fire hydrant installed between the curb and sidewalk at all three potential intersections.

Esh Property - A motion was made by Jim Kiscaden, seconded by Joe Anderson and passed unanimously to renew the lease between the Authority and John Fisher the tenant at the corner of White Oak Road and Peach Lane for a 1 year period.

Sale of the Authority's Sewer Capacity - Lisa Boyd reported that we should receive a response from SLSA in February.

PUBLIC COMMENT - None

ADJOURNMENT - A motion was made by Joe Anderson, seconded by Ray Reeder and passed unanimously to adjourn the meeting at 4:45 p.m.

Respectfully Submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH AUTHORITY
MINUTES
FEBRUARY 22, 2006 – 3 P.M.**

MEMBERS PRESENT: Harold Wiker Jim Kiscaden Ray Reeder
Don Bachman Joe Anderson

OTHERS PRESENT: Paul Miller, Public Works Director
Lisa M. Boyd, Borough Manager
John Luppino, Train Collectors Association
Russ MacNair, Camp, Dresser & McKee

PUBLIC COMMENT: None

DISCUSSION WITH REPRESENTATIVES FROM TRAIN COLLECTORS ASSOCIATION:

John Luppino reported that he attended the last SLSA meeting, and it was the consensus of the SLSA Board that they were agreeable to the principal of selling Paradise Township sewer capacity that would be conveyed through the Railroad and Borough sewer lines. John will be attending another meeting with SLSA tomorrow at which time he hopes to obtain additional information and discuss the agreement that will be required in order to proceed to the next step. John also reported that DCED has not taken action on their Penn Works grant request. The grant would be utilized to help finance the construction of an on-site treatment plant for the Train Collectors Association and Red Caboose Hotel properties. John added that the Association and the Motel are working together on this project and are hoping to have a sewer system in place by August 31, 2006. In order to accomplish this project it will require that Paradise Township, Train Collectors Association, Red Caboose Motel, Strasburg Railroad, Strasburg Borough, and Suburban Lancaster Sewer Authority work together to resolve this ongoing sewage issues. Russ MacNair reported that SLSA is willing to authorize their solicitor to work with Paradise Township on a Sewer Capacity Allocation Agreement. A Transportation Agreement will be required between the Borough Authority and Paradise Township which should state that sewer will be pumped during off-peak hours, and that the pumps must be calibrated every six months. John stated that the Railroad is agreeable to allow the Association and Motel to build a sewer line that would connect into the containment structure which will be located on the Railroad's property. Even though Strasburg Township would not be required to be involved, John agreed to meet with them to provide an update.

A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously that based on the information from the Authority's solicitor and engineer to give conceptual approval of the project and authorize the solicitor and engineer to proceed on behalf of the Borough Authority.

SALE OF SEWER CAPACITY – REVIEW OF CDM LETTER: Harry Yost explained that the sale of the Authority sewer capacity does not fall within the regulations of Act 57 because the Authority is not selling their excess capacity they are selling all their capacity. Ray Miller explained that the asking price of \$12 was a result of the Act 57 study that was recently completed. Russ MacNair reported that SLSA is interested in obtaining the capacity, but nutrients must be part of the capacity and the cost must be reasonable. Ray Miller explained nutrient loading to the members.

REVIEW OF CDM INVOICE – LIME STABILIZATION PROJECT: Russ MacNair reviewed the invoice from SLSA in the amount of \$78,137.73 which is the Borough Authority's share of SLSA's payment to the City of Lancaster for Biosolids Management Facilities Plan and Lime Stabilization Facilities as required by DEP. Russ also reported that he doesn't see any additional capital contributions being required in the near future. It was the consensus of the Authority to table the approval of the invoice until a financial evaluation of the Authority's funds has been completed.

REVIEW SEWER SERVICE AGREEMENT – STRASBURG RAILROAD: Harry Yost reviewed the changes that were made from the previous draft. Harry will forward a copy of the draft agreement to Linn Moedinger for the Railroad's review. The Railroad is planning to go out to bid in March after the agreement has been executed.

MINUTES OF JANUARY 25, 2006: A motion was made by Jim Kiscaden, seconded by Ray Reeder and passed unanimously to approve the minutes of the January 25, 2006 meeting as printed.

LIST OF BILL: A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to approve the list of bills for the period January 7, 2006 through February 10, 2006 in the amount of \$123,988.73.

PUBLIC WORKS REPORT – JANUARY 2006: A motion was made by Don Bachman, seconded by Ray Reeder and passed unanimously to accept the Public Works Report dated February 6, 2006 for the month of January.

TRAILS AT STRASBURG - REQUEST #4 FOR REDUCTION IN LETTER OF CREDIT: A motion was made by Jim Kiscaden, seconded by Ray Reeder and passed unanimously to approve Request #4 for a reduction of \$55,821.70 in the referenced letter of credit for the Trails at Strasburg development based on HRG's inspection of the water and sewer improvements completed this period and Paul Miller's on-site inspections of the improvements.

TRAILS AT STRASBURG PHASE II AND LOT 7 – REVIEW OF HRG COMMENTS REGARDING WATER AND SEWER ISSUES: A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to deny the water and sewer layout for Lot 7, because it does not conform to the recorded plan for Phase I and to table action on Phase II until a representative from RGS Associates is in attendance to review the plan.

ADOPTION OF ALLOCATION OF WATER AND SEWER CAPACITY RESOLUTIONS 2006-1 AND 2006-2: A motion was made by Jim Kiscaden, seconded by Ray Reeder and passed unanimously to adopt the Allocation of Water and Sewer Capacity Resolutions 2006-1 and 2006-2.

PUBLIC COMMENT: None

ADJOURNMENT: A motion was made by Joe Anderson, seconded by Ray Reeder and passed unanimously to adjourn the meeting at 5:45 p.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager

(Rescheduled) March 22, 2006

**STRASBURG BOROUGH AUTHORITY
MINUTES
APRIL 6, 2006 – 8 A.M.**

MEMBERS PRESENT: Harold Wiker Jim Kiscaden
Don Bachman Joe Anderson

OTHERS PRESENT: Paul Miller, Public Works Director
Lisa M. Boyd, Borough Manager
Ray Miller, HRG
Harry Yost, Appel and Yost
Keith Miller, RGS Associates

PUBLIC COMMENT: None

LIST OF BILLS: A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to approve the list of bills for the period February 11, 2006 through April 5, 2006 in the amount of \$271,444.78.

MINUTES OF FEBRUARY 22, 2006: A motion was made by Don Bachman, seconded by Joe Anderson and passed unanimously to approve the minutes of the February 22, 2006 meeting as printed.

PUBLIC WORKS REPORT - MARCH: A motion was made by Don Bachman, seconded by Joe Anderson and passed unanimously to accept the Public Works Report dated March 9, 2006 for the month of February. The members also briefly reviewed the report for March and noted that the flows at Pump Station #5 have been high over the past several months. The members suggested that flow tests be taken in the North Decatur/Historic Drive/Clover Avenue area. Paul will inform Harold and Jim once he has received the charger for the Q-tracker flow system and than they will proceed to monitor that area. The members suggested that the Public Works Department should again inspect yard vents while reading meters in June. The vents should be at least 3-6" above grade so that water is unable to drain into them.

TRAILS AT STRASBURG PHASE 2 – REVIEW OF HRG COMMENTS REGARDING WATER AND SEWER ISSUES: Keith Miller reported that the existing sewer main will be replaced with an 8" PVC pipe and will tie into the existing Sunset Avenue manhole. A new manhole will be installed. The percentage of grade will be increased from .34% to .5%. The existing sewer pipe has less than 2' of cover, and the new pipe will be about 5' under the proposed roadway and will be 18" from the bottom, not requiring encasement. The water line does provide for looping as was required in Phase 1. There is currently 580' between fire hydrants and the standard is 400'. Ray Miller reported that HRG has completed a review of the Preliminary Plans and finds that there are not outstanding issues. A motion was made by Jim Kiscaden, seconded by Joe Anderson and passed unanimously to approve the Preliminary Plans as they pertain to water and sewer issues for the Trails at Strasburg Phase 2 suggested by the Borough Engineer subject to the addition of one fire hydrant to be located between lots 1 and 2 on the north side of Sunset Avenue extended.

OTHER BUSINESS:

Steinman Property-Summit Hill Drive – Paul reported that this is one of the Authority’s rental properties and they have been having problems with their septic system filling up after only a short period of time. The Public Works Department installed a new 10” pipe on the system which enabled Klines’ Septic to pump the system. The problem seems to have been addressed.

Leaman Property-Corner of Summit Hill Drive and White Oak Road – Lisa explained that the purchase of the 12 acre parcel in the watershed area was started by Borough Council in 2002, and since that time there was a need to do a Quiet Title Action and the property owners on the South side of White Oak proceeded with the subdivision of 2 acres for them to purchase. The Quiet Title Action and the subdivision process are now complete. In order to proceed with the settlement of the property, the Borough Council will, at their next meeting, authorize an assignment to have the property purchased by and put in the Authority’s name. The Authority will then have to accept the assignment by the adoption of a resolution. The 10 acres will be paid for from monies set aside in the Water Reserve Fund. The cost of the property \$175,000 will be prorated between the Authority and the adjoining property owner.

Railroad Sewer Agreement – Harry Yost reported that the draft agreement has been forwarded to the Railroad’s attorney and will be presented to the Board of Directors. The agreement between the Railroad and the Museum is also being reviewed by the Board and will include an in-kind exchange regarding the 8’ waterline for the fire suppression system.

Treatment Plant and Reservoir – Ray Miller reported that only the concept design and preliminary costs have been completed to-date. It was the consensus of the members to authorize HRG to prepare a proposal and schedule to be reviewed at the May meeting.

Strasburg Fire Company – Jim Kiscaden reported that under the new building code the fire company is required to install a sprinkler system. During the required flow tests of the sprinkler system the water pressure dropped dramatically. Harold Wiker stated that this can be addressed by adding a booster pump.

12” Watermain from the Reservoir – Jim Kiscaden expressed his concern that the entire Borough is being served by the 12” watermain since the 8” flows are currently reversed. The members briefly discussed the possibility of having a tank in town with the problems being outlined that the water turnover would not be sufficient and this would require the tank to have a separate treatment system. Jim asked if the 12” watermain fails can the 8” be used to serve the town? Paul stated that this has been evaluated and in order to utilize the 8” the treatment of the water in the line would have to be addressed. It had been determined previously that we would wait until the new treatment plant was installed to address the 8”. It was the consensus of the members to have Paul and Ray meet to establish the costs and procedures to treat the 8” watermain in order to utilize it to serve the town.

Use of Authority Funds – Harry Yost will update the members on the use of water and sewer funds for the future projects that are proposed which will be reviewed at a future meeting.

Fire Hydrants – Paul reported that a recall has been issued on 13 fire hydrants for the replacement of the upper stem. The Authority will receive \$40 per hydrant for the Public Works Department to replace the stems.

PUBLIC COMMENT: None

ADJOURNMENT: A motion was made by Don Bachman, seconded by Jim Kiscaden and passed unanimously to adjourn the meeting at 10:03 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager

**STRASBURG BOROUGH AUTHORITY
MINUTES
APRIL 24, 2006**

Members Present: Harold Wiker Jim Kiscaden Don Bachman Joe Anderson
Ray Reeder

Others Present:
Paul Miller, Public Works Director
Lisa M. Boyd, Borough Manager

CALL TO ORDER: Chairman Harold Wiker called the meeting to order at 8:00 a.m.

CITIZEN'S COMMENTS – None

ADOPTION OF RESOLUTION 2006-3 – LEAMAN PROPERTY PURCHASE – A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to adopt Resolution 2006-3 authorizing the acceptance of an assignment from the Borough of Strasburg of the right to purchase and the acquisition in lieu of condemnation of the tract of land containing 10.817 acres, more or less, located on the north side of White Oak Road in Eden Township known as the Leaman property.

OTHER BUSINESS - None

PUBLIC COMMENTS - None

ADJOURNMENT – A motion was made by Joe Anderson, seconded by Don Bachman and passed unanimously to adjourn the meeting at 8:15 a.m.

Submitted by,

Lisa M. Boyd, Borough Manager

**STRASBURG BOROUGH AUTHORITY
MINUTES
MAY 4, 2006**

MEMBERS PRESENT: Harold Wiker Jim Kiscaden Don Bachman
Joe Anderson Ray Reeder

OTHERS PRESENT: Paul Miller Jr., Public Works Director
Christine D. Drennen, Administrative Assistant
Harry Yost, Solicitor
Ray Miller, Engineer

CALL TO ORDER: Chairman Harold Wiker called the meeting to order at 8:00 A.M.

PUBLIC COMMENT: None.

REVIEW OF PLANS - STRASBURG RAILROAD SEWER LINE: Ray Miller reported that the Railroad has the sewer plans out to bid and are receiving bids tomorrow morning. He also stated that they are proposing to connect at the first manhole on East Main Street and that PennDOT is requiring bore installation.

Harold Wiker stated that Strasburg Borough is not involved in the Right-of-way for the installation in Strasburg Township and that PennDOT has indicated that they would prefer to issue the Highway Occupancy Permit to Strasburg Township rather than a business.

REVIEW AND APPROVAL OF STRASBURG RAILROAD SEWER AGREEMENT: Attorney Harry Yost reviewed the Railroad sewer agreement, stating that the Railroad Museum is unable to purchase their anticipated 22 EDUs at this time and desire to wait until April 30, 2007 to decide if they can purchase the EDUs from the Railroad. It was discussed that under this sewer agreement, Strasburg Railroad is proposing to purchase 80 EDUs for its use and 22 EDUs for use by the Railroad Museum.

Ray Reeder made a motion, seconded by Don Bachman and passed unanimously to allow Strasburg Railroad until December 31, 2006 to acquire the remaining 22 EDUs for the Railroad Museum.

Ray Reeder made a motion, seconded by Joe Anderson and passed unanimously to waive the capacity reservation fee for the Strasburg Railroad because this customer is building and maintaining the lines and are located outside of Strasburg Borough.

Attorney Yost will complete the Strasburg Railroad Sewer Agreement and provide a copy for signature. It was discussed that the next step is to complete the administrative agreement and Attorney Yost will need a list of duties to be included and Linn Moedinger will be asked to attend a future meeting to discuss the agreement.

Jim Kiscaden made a motion, seconded by Ray Reeder and passed unanimously to approve the Strasburg Railroad Sewer Agreement and approve the Chairman, Vice Chairman and Secretary to execute the Agreement.

RESERVOIR AND TREATMENT PLANT – REVIEW COST PROPOSAL AND

SCHEDULE: Ray Miller stated that the original cost proposal and schedule was prepared in 2004. He added that the longest time period during the implementation schedule is the 180 day review period for DEP. He stated that if authorized to proceed, the earliest for submission to DEP for approval

would be Fall 2006 with anticipated approval from DEP in Spring 2007, bid in May 2007 with a June/July 2007 bid return date and then construction. A scope of work for the design work was distributed and reviewed. Harold Wiker suggested including an alternate bid for larger storage.

Use of existing funds were discussed and Attorney Yost indicated that specific tapping fees would have to be utilized for the utility they were received (for example, water tapping fees used only for water improvements). Additionally, Attorney Yost stated that one fund can borrow funds from another fund with a note and interest rate established. Jim Kiscaden asked about the bonds being self liquidating debt and Attorney Yost suggested verifying that bonds can be borrowed.

Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to approve the HRG retainer agreement for the water treatment plant and reservoir capacity project at a cost not to exceed \$118,000.

REVERSE FLOW IN 8" WATER LINE – REVIEW COST AND PROCEDURE: Ray Miller reported that he met with the Public Works Director and that before the flow was reversed, they need to be flushed and coated with aqua mag to prevent red water. The procedure that was planned for reversal was discussed and Ray Miller stated that an additional pit (doghouse manhole) needed to be installed. Paul Miller stated that most of the work could be completed by the staff, with some help needed on setting the manhole. Ray Miller will verify the flushing with DEP to ensure that we do not contaminate. It was discussed that the doghouse manhole will need to be locked because it is outside the fence.

Don Bachman made a motion, seconded by Jim Kiscaden and passed unanimously to authorize the reversal of the 8" water line to be completed before the summer months and any possible drought.

TRAILS AT STRASBURG PHASE 1 - REDUCTION IN LETTER OF CREDIT REQUESTS 5 & 6: Following the recommendation of the Engineer and the Borough Manager, Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to approve the reduction for Trails at Strasburg Phase 1 Request #5 only in the amount of \$48,876.50 which leaves only the 15% maintenance guarantee and to deny Request #6 because the only amount remaining is the 15% maintenance guarantee.

Harold Wiker confirmed that the 18 month maintenance timeframe begins after the formal acceptance of the lines.

TRAILS AT STRASBURG PHASE 2 – APPROVAL OF PUBLIC WATER AND SEWER CAPACITY RESERVATION AGREEMENT: Ray Reeder made a motion to approve the Public Water and Public Sewer Capacity Reservation Agreements for the Trails at Strasburg Phase 2 development. Members Wiker, Anderson and Reeder cast assenting votes. Members Kiscaden and Bachman cast dissenting votes. Motion carried 3-2.

WATER ACCOUNT DISCUSSION: It was recently discovered that the meter at the Church at Timberline has been read incorrectly for the past 2 years. A spreadsheet outlining the overcharges was distributed and reviewed. Don Bachman made a motion, seconded by Jim Kiscaden and passed unanimously to issue a refund to the Church at Timberline in the amount of \$4,636.90 and to include a correct detailed billing, letter of explanation and to be delivered personally.

LIST OF BILLS: The list of bills was reviewed with the specific portion of each invoice color coded with pink for water and green for sewer. Jim Kiscaden made a motion, seconded by Don Bachman

and passed unanimously to authorize the payment of the bills as colored from the water and sewer funds.

MINUTES OF APRIL 6, 2006: Jim Kiscaden made a motion, seconded by Ray Reeder and passed unanimously to approve the minutes from the April 6, 2006 meeting as corrected.

PUBLIC WORKS REPORT – MARCH 2006: Jim Kiscaden made a motion, seconded by Ray Reeder and passed unanimously to accept the March 2006 Public Works Report.

REVIEW OF AUTHORITY CERTIFICATE OF DEPOSITS: The existing Certificates of Deposit and their renewals were reviewed. It was the consensus to have Ray Reeder, the Treasurer, renewing the Certificates of Deposits with the possibility of combining them into one 24 month Certificate at the best rate we can get. Jim Kiscaden also suggested investigating a no penalty withdrawal Certificate of Deposit or another option to replace the low interest 1.29% Money Market fund.

OTHER BUSINESS

Ray Miller stated that he and Lisa Boyd are registered for a stakeholder meeting held by DEP to coordinate initiatives to meet nutrient and sediment obligations as part of our Chesapeake Bay Tributary Strategy on May 18, 2006 and welcomed other members' attendance. Ray Reeder indicated that he was interested in attending.

Harold Wiker reported that he was contacted by Strasburg Township and that they were disappointed that they just found out that the Red Caboose was talking to the Authority regarding connecting to the sewer system. Mr. Wiker stated that he informed Strasburg Township that it was either the responsibility of Paradise Township or the Red Caboose to contact Strasburg Township since the pipe goes through their municipality. Ray Miller reported that to his knowledge, the Red Caboose has not yet contacted the Strasburg Railroad as previously instructed by the Authority.

Don Bachman mentioned that Paul Saconda of Edisonville Road passed away and suggested contacting someone from his estate.

Ray Miller distributed charts showing infiltration and inflow into the sewer system and suggested evaluating the system for repairs so that we do not exceed our flows. When the charger is received, Paul Miller will get together with Harold Wiker to identify problem areas of town. The results of the chart were reviewed and Ray Miller stated that there is no pattern, only that the duration of the rain and snow melt may need to be considered. Ray Miller stated that initially we may want to look at the area of Pump Station 2 in the area of Historic Drive and the gravity area along the interceptor to Pump Station 5 to determine problem areas. Jim Kiscaden asked if this information was similar to past flows and Ray Miller stated that the 1998 Act 537 plan shows similar flows. Paul Miller reported that the manholes from Prospect Road to Pump Station 5 are physically inspected yearly and was done this past Spring. Harold Wiker suggested inspecting and coating the joints inside the manholes.

PUBLIC COMMENTS: None.

ADJOURNMENT: Joe Anderson made a motion, seconded by Ray Reeder and passed unanimously to adjourn the meeting at 10:15 A.M.

Submitted by:

Christine D. Drennen, Administrative Assistant

**STRASBURG BOROUGH AUTHORITY
MINUTES
JUNE 1, 2006**

Members Present: Harold Wiker Jim Kiscaden Don Bachman Joe Anderson
Ray Reeder

Others Present:

Paul Miller, Public Works Director	Ray Miller, Engineer
Lisa M. Boyd, Borough Manager	Jim Strupe, Alpha Engineers
F. Steven Echternach, Chief of Police/EMC	
Diana Hallman, Borough Clerk	
Frank Gerhardt, Charter Homes	

CALL TO ORDER: Chairman Harold Wiker called the meeting to order at 8:00 a.m.

CITIZEN'S COMMENTS – Chief Echternach stated to be in compliance with Homeland Security's requirements all Council and Authority members and Borough Staff must complete and pass the NIMS (National Incident Management System) awareness training by September 30, 2006. This is a comprehensive, national approach to incident management that is applicable at all jurisdictional levels and across functional disciplines. Chief Echternach will schedule and run the IS700 NIMS Course with several day or night courses being available.

STRASBURG COMMONS (CHARTER HOMES) – REVIEW OF PLANS IN REGARDS TO WATER AND SEWER ISSUES – Ray Miller reported that he has reviewed the plans and offered the following comments: 1. The sewer lines at 20' to 28' are too deep (should be 7'-8' deep max). 2. Meter pit details must be shown on the plan. 3. The Fire Company should review the plans. 4. Pipe material must be class 52 ductile. Harold Wiker suggested that Charter Homes should request a workshop with the Authority or staff so that this issues can be worked out before the July 6th Authority meeting. The current plans did not show a pump station which will be required. The members also suggested that Charter inquire with property owners on East Main Street about obtaining a right-of-way to connect their sewer line to the East Main Street line as well as their water line to accomplish looping of the system. Harold Wiker suggested a red line sketch be brought to the next meeting showing the changes to the water and sewer plans. Ray Miller, Frank Gerhardt, and Jim Strupe will discuss the details on the plans including the meter pit. Each home will be metered separately.

STRASBURG RAILROAD SEWER MAIN UPDATE – APPROVAL OF CONTRACTOR A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to approve the low bidder Arron Enterprises as the contractor for the installation of the Strasburg Railroad sewer main. The Railroad's attorney is reviewing the contract, bonds, and insurances. A pre-construction meeting is scheduled for June 2nd at 10 a.m. A workshop will be scheduled with Linn Moedinger to begin the preparation of the Administrative Services Agreement.

STRASBURG RAILROAD MUSEUM WATER REQUEST UPDATE – The members read the letter sent by Harry Yost dated May 31, 2006 regarding this issue. It was noted that Borough Council had approved the concept of providing water to the Railroad Museum for fire suppression purposes back in 2002. A new water line will be installed along Bishop Road with the existing line in Rohrer's field being abandoned. Once the water line has been installed the Authority will require an 18 month

Maintenance Guarantee. Any right-of-way issues will need to be addressed. The previously drafted Utility Agreement will need to be updated.

RESERVOIR AND TREATMENT PLANT UPDATE - Ray Miller will work up a monthly workshop schedule and advertise the date of the meetings on Thursday mornings at 8 a.m. to review the Reservoir and Treatment Plant. Paul Miller and two members of the Authority will be appointed at the next meeting.

REVERSE FLOW IN 8" WATER LINE UPDATE – Paul reported that the Public Works Department has installed the meter pit along with chemical pumps to supply treatment during testing. The 8" meter has been tested. Notification will be sent to those who may be affected by dirty water, as well as placed in the newsletter and posted at businesses throughout town.

REPORT ON DEP/CHESAPEAKE BAY STRATEGY SEMINAR – RAY REEDER AND RAY MILLER - Ray Reeder and Ray Miller provided an overview of the seminar on DEP/Chesapeake Bay Strategy. The requirements regarding nutrients may impede the Authority's ability to construct a plant. This issue should constantly be evaluated as the Authority continues to evaluate the possibility of constructing a plant.

LIST OF BILLS – A motion was made by Don Bachman, seconded by Ray Reeder and passed unanimously to approve the list of bills for the period 5/11/06 through 5/30/06.

MINUTES OF MAY 4, 2006 – A motion was made Joe Anderson, seconded by Ray Reeder and passed unanimously to approve the minutes of May 4, 2006 as printed.

PUBLIC WORKS REPORT – APRIL 2006 – A motion was by Don Bachman, seconded by Joe Anderson and passed unanimously to accept the May 2006 Public Works Report.

REVIEW OF AUTHORITY FINANCES - Ray Reeder provided each member with a report dated 6/1/06 which outlines the current status of the Authority's finances. It was the consensus of the members to have Ray Reeder take the 24 month CD that will be maturing on June 3rd and put it into the Authority's saving account. Funds will be needed in the very near future for the \$82,000 invoice from SLSA. Ray Reeder will provide a spreadsheet outlining anticipated revenues and project expenses including an estimated time table. Ray Miller will obtain the upcoming capital contribution from SLSA so they can be incorporated in the spreadsheet. The Authority is permitted to use water money for sewer projects and vice versa if it considered a temporary loan and repaid within a reasonable time. It is noted that the Authority's money in the CD's and checkbook is sewer money.

OTHER BUSINESS -

LEAMAN PROPERTY – Settlement took place with property and settlement costs totaling \$139,043.14.

WATER SYSTEM IMPROVEMENTS BOND ISSUE – There is currently about \$480,000 remaining in the bond issue to be utilized for the water treatment plant upgrade and reservoir.

FIRE COMPANY WATER METER – Jim Kiscaden requested that the Authority purchase the water meter for the new fire station. A motion was made by Ray Reeder, seconded by Joe Anderson and passed unanimously to purchase a commercial water meter for the Strasburg Fire Company.

PUBLIC COMMENTS - None

ADJOURNMENT – A motion was made by Ray Reeder, seconded by Don Bachman and passed unanimously to adjourn the meeting at 10:23 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager

**STRASBURG BOROUGH AUTHORITY
MINUTES
JULY 6, 2006**

Members Present: Harold Wiker Jim Kiscaden Don Bachman Ray Reeder

Others Present:

Paul Miller, Public Works Director Harry Yost, Solicitor
Lisa M. Boyd, Borough Manager Frank Gerhardt, Charter Homes
Jim Strupe, Alpha Engineers

CALL TO ORDER: Chairman Harold Wiker called the meeting to order at 8:00 a.m.

PUBLIC COMMENTS – None

STRASBURG RAILROAD SEWER MAIN UPDATE – REVIEW OF ADMINISTRATIVE SERVICES AGREEMENT – Harry Yost reviewed the draft agreement with the members. A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to approve the agreement with the revision to item #5 regarding the administrative fee.

STRASBURG RAILROAD MUSEUM WATER REQUEST UPDATE – The Museum, as compensation for their share of the cost of the sewer line, will construct the new water main up Bishop Road and extend it to the Railroad. The existing water line on the Rohrer property must be abandoned.

LANCASTER INTER-WATER COOPERATIVE – AUTHORIZATION TO PARTICIPATE – A motion was made by Jim Kiscaden, seconded by Ray Reeder and passed unanimously to authorize the staff to participate by responding to the letter, attending the meeting, and presenting the questions of the Authority members.

STRASBURG COMMONS (CHARTER HOMES) – REVIEW OF PLANS IN REGARDS TO WATER AND SEWER ISSUES – After a brief overview of the plan by Jim Strupe and Frank Gerhardt, the following comments were provided by the Authority members:
All references to PVC water lines must be removed. The water lines must be 8” ductile cement lined. Any existing water lines to be considered for dedication must first be inspected with a report to the Authority. New sewer lines are required from Historic Drive across North Decatur Street to Clover Avenue. The system must be tight and built to the Borough standards and specifications. New sewer lines should be no less than 6’ and no deeper than 15’. A pump station must be provided to pump to Pump Station 2 with a portable generator and can be designed similar to the Authority’s existing pump stations. The looping of the water lines must be provided by a connection to the east end of East Main Street. Legal right-of-ways must be provided. Charter, Smoker and the Netherlands must work together to provide acceptable water and sewer lines that will be dedicated to the Authority.

REVERSE FLOW IN 8” WATER LINE UPDATE – PAUL MILLER – Paul reported that the Public Works Department will reverse the flow in the 8” water main on Sunday, July 9th at 11 p.m. and they will start and feed the chemical pumps to insure the correct amount of disinfection/treatment is being provided. They will also flush that evening at several locations and will continue flushing the

next three evenings if warranted. The office staff will document the name and address of any persons complaining of rusty/dirty water. There may be a need to establish a schedule for monthly flushings in town.

APPOINTMENT OF A DESIGN REVIEW COMMITTEE – RESERVIOR AND TREATMENT PLANT UPDATE – A motion was made by Jim Kiscaden, seconded by Ray Reeder and approved unanimously to advertise workshop meetings for the 3rd Thursday of each month at 8 a.m. Due to scheduling conflicts the July workshop will be advertised for Thursday, July 27th at 8 a.m.

TRIGGER POINTS – AUTHORIZATION TO PROCEED TO NEXT STEP - The members reviewed the approval letter from PADEP dated June 6, 2006. A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to authorize the staff to proceed to the next step in the adoption of the Trigger Points.

LIST OF BILLS – A motion was made by Don Bachman, seconded by Jim Kiscaden and passed unanimously to approve the list of bills for the period 6/9/06 through 6/27/06 with the reallocations as specified.

MINUTES OF JUNE 1, 2006 – A motion was made by Jim Kiscaden, seconded by Ray Reeder and passed unanimously to approve the minutes of June 1, 2006 as corrected.

PUBLIC WORKS REPORT – MAY 2006 – A motion was by Ray Reeder, seconded by Don Bachman and passed unanimously to accept the May 2006 Public Works Report.

OTHER BUSINESS -

Ray Reeder provided a report entitled Funds Available for Authority Projects as of July 5, 2006 and an Example Schedule for the Water System Improvements. This report will be expanded to include expected revenues from Charter Homes, Trails at Strasburg Phase 1 and Phase 2 and utilized at the monthly workshops for the financing portion of those meetings.

It was noted that the draft updated Joint Comprehensive Plan includes information regarding the Authority and those specific sections should be reviewed by the Authority members. The sections of the Plan will be provided for review at the August meeting.

The members will review the Authority's current specifications for the requirement for backflow devices and determine if they are required to be installed when a meter is replaced.

PUBLIC COMMENTS - None

ADJOURNMENT – A motion was made by Jim Kiscaden, seconded by Ray Reeder and passed unanimously to adjourn the meeting at 10:15 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager

**STRASBURG BOROUGH AUTHORITY
MINUTES
August 3, 2006**

Members Present: Harold Wiker Don Bachman Joe Anderson Ray Reeder

Others Present:

Paul Miller, Public Works Director
Lisa M. Boyd, Borough Manager
Frank Gerhardt, Charter Homes
Diana Hallman, Borough Clerk

Ray Miller, Engineer
Jim Strupe, Alpha Engineers
Linn Moedinger, Railroad

CALL TO ORDER: Chairman Harold Wiker called the meeting to order at 8:04 a.m.

PUBLIC COMMENTS – None

STRASBURG COMMONS (CHARTER HOMES) – REVIEW OF PLANS IN REGARDS TO WATER AND SEWER ISSUES – Frank Gerhardt explained the changes to the Preliminary Plans, as requested by the Authority, showing the sewer lines to be placed no less than 6’ and no deeper than 15’ deep. The plans will be acted on by Borough Council at their meeting on August 15th.

A water test and testing of the hydrants in the field will need to be completed. Paul Miller suggested they dig first and verify if it’s an 8” ductile water line and then do a pressure test. Frank Gerhardt felt they should only replace the line if it was necessary. In order to do the testing it may be necessary to shut down service and then cut a section and replace with a sleeve and test. Linn Moedinger suggested cutting out a slug and having it tested and plugged.

Frank Gerhardt stated that they feel that they have accomplished looping of the water system within the development even though they were not able to obtain permission from the two residents along East Main Street for an easement to hook to the East Main Street main. Since the developer is unable to obtain a 20’ easement, the Authority would have to do it by eminent domain. Charter could be required to complete the hook-up within 2-3 years with the understanding that they will also be responsible for the cost. The Authority will need to obtain the easement. Frank Gerhardt was requested to add a plan note to this effect to bring back to the Authority with the Phase II plans. A motion was made by Ray Reeder, seconded by Don Bachman and passed unanimously to accept the conditions of the Final Plan for Phase 1 as noted. A motion was made by Ray Reeder, seconded by Don Bachman and passed unanimously to authorize the pressure test on the line next week and have the Borough dig.

STRASBURG RAILROAD SEWER MAIN UPDATE – REVIEW OF ADMINISTRATIVE SERVICES AGREEMENT - A motion was made by Joe Anderson, seconded by Don Bachman and passed unanimously to approve the Administrative Services Agreement between the Railroad and the Authority. Linn Moedinger shared that the Railroad will be holding a workshop meeting in the next week or so, and they will be submitting a request to the Authority for the full number of EDU’s approved. Ray Miller will workup the cost to change the proposed meter for the sewer line to a computer read meter. The sewer line is 62% in place.

STRASBURG RAILROAD MUSEUM WATER REQUEST UPDATE – When the water line is installed the Authority will require an 18 month Maintenance Guarantee. Any right-of-way issues will need to be addressed. The previously drafted Utility Agreement will need to be updated.

AUTHORIZATION TO PURCHASE TRANSFER SWITCH – PUMP STATION #2 – Paul stated that this switch is obsolete and worn-out. A new switch is necessary to insure that the pump station is working at full capacity. A motion was made by Don Bachman, seconded by Joe Anderson and passed unanimously to proceed with the purchase of a Transfer Switch for Pump Station #2.

REQUEST FOR WATER AND SEWER CAPACITY – LOT #1 WEST SIDE OF SOUTHVIEW DRIVE – A motion was made by Don Bachman, seconded by Ray Reeder and passed unanimously to approve the request for 1 EDU for water and 1 EDU for sewer for Lot #1 for Dale and Eleanor Doutrich.

DISCUSSION REGARDING RENTAL PROPERTIES AT 101 AND 101-A SUMMIT HILL DRIVE – This item has been tabled until the next meeting.

LIST OF BILLS – A motion was made by Don Bachman, seconded by Ray Reeder and passed unanimously to approve the list of bills for the period 7/1/06 through 7/26/06.

MINUTES OF JULY 6, 2006 – A motion was made Ray Reeder, seconded by Don Bachman and passed unanimously to approve the minutes of July 6, 2006 as corrected.

PUBLIC WORKS REPORT – JUNE 2006 – Harold Wiker commended Paul Miller on the timely and efficient manner that he and the department worked to reverse the flow in the 8” water main. All members agreed that this was a fantastic job on an important issue. The change is working good and noted it was done at a minimal cost. A motion was by Don Bachman, seconded by Joe Anderson and passed unanimously to accept the June 2006 Public Works Report.

OTHER BUSINESS –

NIMS Training Reminder – Lisa reported that Steve will be conducting two more training sessions on Tuesday, August 15 from 1 p.m. to 3 p.m. and Thursday, August 31 from 8:30 a.m. to 11:30 a.m.

2007 Budget – Budget time is quickly approaching, and the Authority requested that the Public Works Department submit their requests to the Authority for review before inclusion in the budget.

Workshop Meetings – Our first meeting is scheduled for Thursday, August 17th at 8 am. The following is a rough outline of some of the items to be discussed during these workshop meetings:

Second Reservoir and Upgraded Treatment Plant -

1. Cost estimate in 2004 – Review schedule, confirm and recalculate cost of project, and location correct estimate. (Financial Planning)
2. Time line and phasing of the two projects to be done at same time.
3. If not done at same time – clear well to create pressure will be required to be installed.
4. Planning – investigate grant money. Grants may need to be submitted a few times before approval is received.
5. Water quality – movement in tank, have ability to raise and increase pressure.
6. Pumping – filter (no place to get rid of backwash)
 - operating cost will increase
 - adding more chemicals

7. Reporting capabilities – monitoring with the capability to send directly to Paul's computer.

Spreadsheet

1. Ray Reeder bring a 1st draft of Spreadsheet showing payments, debt, and projected completion date.
2. Exact debt – last payment due.
3. August 8, 2006 - Lisa Boyd, Ray Reeder, and Harold Wiker have a meeting to discuss what is needed for the workshop.

Joint Comprehensive Plan – Lisa stated she will provide the Authority with the pertinent sections of the Comprehensive Plan which pertain to the Authority, water and sewer system. The Plan will be considered and possibly adopted in late September.

Chesapeake Bay Initiative Meeting – Lisa provided a copy of an invitation with Tom Creighton & Kathy McGinty who will be discussing the Chesapeake Bay Initiatives on August 23rd from 6:30 to 8:30 p.m. at the Manheim Central High School Auditorium. This is a follow-up meeting to one that was held several weeks ago which Ray Miller and Ray Reeder attended. A staff or Authority member will attend.

PUBLIC COMMENTS - None

ADJOURNMENT – A motion was made by Ray Reeder, seconded by Joe Anderson and passed unanimously to adjourn the meeting at 10:34 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager

**STRASBURG BOROUGH AUTHORITY
MINUTES
August 17, 2006**

Members Present: Harold Wiker Ray Reeder Don Bachman

Others Present:

Paul Miller, Public Works Director
Lisa M. Boyd, Borough Manager

Ray Miller, Engineer

CALL TO ORDER: Chairman Harold Wiker called the meeting to order at 8:00 a.m.

PUBLIC COMMENTS – None

WATER PROJECTS (SECOND RESERVOIR AND UPGRADE OF TREATMENT PLANT) –
The 3rd Thursday of each month for the remainder of 2006 will be used as workshop meeting, which have been advertised, and are for the purpose of discussing the second reservoir and the upgrade of the water treatment plant and the financing of the two projects. The 2nd meeting of each month may be extended into 2007 based on the progress of the projects. Ray Reeder the Secretary/Treasurer of the Authority prepared a spreadsheet showing proposed revenues such as tapping and reservation fees from the developments in progress and those in the planning stage. Expenses including current debt payments have been included. The purpose of the today's meeting was to review the 1st draft of the spreadsheet and make any adjustments to the timing of the projects. Ray will adjust the spreadsheet as discussed. Once the timing of the revenues has been reviewed by the entire Authority, the costs of the improvements will be added to the spreadsheet to determine if and when a borrowing will be needed. Grants will also be researched for the projects.

The next regular meeting is scheduled for Thursday, September 7th and the next workshop meeting is scheduled for Thursday, September 21st.

PUBLIC COMMENTS - None

ADJOURNMENT – The meeting was adjourned at 9:25 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager

**STRASBURG BOROUGH AUTHORITY
MINUTES
September 7, 2006**

Members Present: Jim Kiscaden Ray Reeder Don Bachman Joe Anderson

Others Present:

Paul Miller, Public Works Director
Lisa M. Boyd, Borough Manager
Diana Hallman, Borough Clerk

Ray Miller, Engineer
Linn Moedinger, Railroad

CALL TO ORDER: Vice-Chairman Jim Kiscaden called the meeting to order at 8:00 a.m.

PUBLIC COMMENTS – None

STRASBURG RAILROAD SEWER MAIN UPDATE – REVISION TO ADMINISTRATIVE SERVICES AGREEMENT – The members reviewed the revised agreement in which Harry Yost made the revision regarding the Authority making repairs to the sewer lines with reimbursement from the Railroad. Linn Moedinger was in agreement and asked that the Borough attach two clauses to the revision, one pertaining to Contractor Integrity Provisions and the other to Nondiscrimination/Sexual Harassment. These clauses are to apply to any Subcontractor that the Railroad employs. It is the wish of the Railroad to use the Borough as their sole subcontractor, this will avoid a tremendous amount of paper work for the Railroad, knowing the Borough is already in compliance. A motion was made by Jim Kiscaden, seconded by Ray Reeder to give tentative approval subject to the review of the clauses by Harry Yost.

STRASBURG RAILROAD MUSEUM WATER REQUEST UPDATE – Lisa Boyd reported that Bob Reed with RPA Associates was authorized by the Railroad Museum to proceed with plans for just the fire suppression system. The committee reviewed the drawings provided by Bob Reed of a typical fire pump house installation. It will be a prefab pump house with a double check backflow preventor valve to assure the Borough that water is being used only for suppression. It was determined that the tapping fee will be at a cost of \$3,425.00 for 1 EDU. The water will be metered so in the event it is needed for fire suppression, the Borough will be paid for the water usage based on the Authority's current rate schedule.

Lisa Boyd will inquire with Dave Dunn to determine the status of the agreement that will be required before the water line is installed.

DISCUSSION REGARDING RENTAL PROPERTIES AT 101 AND 101-A SUMMIT HILL DRIVE – It was the consensus of the members that since there was nothing in any agreement pertaining to the maintenance of the blueberry bushes or fruit trees, there would be no obligation on any future renters to maintain them.

TRIGGER POINTS RESOLUTION – CONSIDERATION AND POSSIBLE ADOPTION – A motion was made by Ray Reeder, seconded by Joe Anderson and passed unanimously to adopt the 2006-4 Trigger Points Resolution.

LIST OF BILLS – A motion was made by Don Bachman, seconded by Ray Reeder and passed unanimously to approve the payment of bills in the amount of \$39,872.27 for the period 8/1/06 through 8/30/06.

MINUTES OF AUGUST 3, 2006 – A motion was made Ray Reeder, seconded by Don Bachman to approve the minutes of August 3, 2006 as printed. Jim Kiscaden abstained due to the fact that he was not present at the meeting.

PUBLIC WORKS REPORT – JULY 2006 – A motion was made by Joe Anderson, seconded by Ray Reeder and passed unanimously to accept the July 2006 Public Works Report.

OTHER BUSINESS –

Strasburg Business Place Escrow – Ray Miller reported that after a review of the proposed escrow for the water and sewer items of the project, the two sections of sewer line at the end of Historic Drive at N. Decatur Street, manholes, testing and record drawings must be added to the escrow proposal, and the unit prices increased. The other item that must be addressed is the hook-up of the water line on Old Post Lane to the north side of Historic Drive.

Spreadsheet – Ray Reeder provided each member with a draft of the financial spreadsheet which we be used during the planning of the water system improvements.

PUBLIC COMMENTS - None

ADJOURNMENT – A motion was made by Ray Reeder, seconded by Joe Anderson and passed unanimously to adjourn the meeting at 9:26 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager

**STRASBURG BOROUGH AUTHORITY
MINUTES
September 21, 2006**

Members Present: Harold Wiker Ray Reeder Don Bachman

Others Present:

Paul Miller, Public Works Director Ray Miller, Engineer
Lisa M. Boyd, Borough Manager

CALL TO ORDER: Chairman Harold Wiker called the meeting to order at 8:00 a.m.

PUBLIC COMMENTS – None

WATER PROJECTS (SECOND RESERVOIR AND UPGRADE OF TREATMENT PLANT) –

The members reviewed the spreadsheet and noted that the Authority's goal is to create a system reserve for the both the water and sewer accounts. During the financial planning process for both projects, grants will be investigated as well as PennVest money which is a state low interest loan. It may be necessary to have the legislators get involved during this process. Tom Long, Township Zoning Officer, has informed us that the projects will need to go before the Zoning Hearing Board and a Land Development Plan will need to be submitted to and approved by the Township Supervisors. The Lancaster County Planning Commission will also need to review the plans.

Ray Miller stated that the proposal for engineering does include the Preliminary and Final design for both the Reservoir and Treatment Plant. However, the proposal does not include the preparation and attendance at before the Township Zoning Hearing Board and Supervisors. Ray will provide the members with a schedule at our next regular meeting.

The Public Works Department will dig-up in the location of the old reservoir to determine its exact location and what is remaining in that area since this is the location the new treatment plant will be located. The members will need to finalize the size of the tank, either 500,000 or 750,000 gallons. If the larger tank is selected, it will go higher to provide better pressure, but the footprint will remain the same. Ray Miller stated that at some point borings will be required, and it was the consensus of the members to use American Testing to conduct the borings. The members will review the preliminary layout at the November 2nd meeting and the trip to Altoona will most likely take place at our workshop meeting on November 16th. Ray will confirm with Altoona to insure that this suits their schedule. It will be extremely important at certain stages of the project to provide residents with updates of the project.

The next regular meeting is scheduled for Thursday, October 5th and the next workshop meeting is scheduled for Thursday, October 19th.

PUBLIC COMMENTS - None

ADJOURNMENT – The meeting was adjourned at 9:30 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager

**STRASBURG BOROUGH AUTHORITY
MINUTES
October 5, 2006**

Members Present: Harold Wiker Joe Anderson
Don Bachman Ray Reeder

Others Present:

Paul Miller, Public Works Director Ray Miller, Engineer
Lisa M. Boyd, Borough Manager Steven Smoker
Diana Hallman, Borough Clerk

CALL TO ORDER: Harold Wiker called the meeting to order at 8:00 a.m.

PUBLIC COMMENTS – None

STRASBURG BUSINESS PLACE – REVIEW OF COST OPINION FOR WATER AND SEWER ITEMS

– Ray Miller reviewed his draft comments in regards to the cost opinion submitted by Stephen Smoker for the water and sewer improvements for the Strasburg Business Place. Ray stated that the cost opinion needed to include amounts for testing and record drawings and the cost listed for laterals should be increased. Harold Wiker requested that the data be provided in CD form. In answer to Mr. Smoker's question if he should escrow now for the water/sewer improvements on the north side, it was the consensus of the members that those water and sewer improvements should be included in the cost opinions during the land development process for each individual lot. Mr. Smoker indicated that the fire hydrant at the end of Old Post Lane needed to be relocated to the north side of Historic Drive. It was the consensus of the members that this request be approved subject to the review and written approval of the Fire Company. Ray Miller will revise his review letter and forward to Mr. Smoker. Joe Anderson asked who will be inspecting the project, and in response, Paul Miller stated that he will inspect the areas each day at different times as available and the developers set an appointment with him when the testing is done. Harold Wiker stated that a reduction will not be approved for pipes, manholes, etc. until they have been tested and pass successfully.

STRASBURG RAILROAD MUSEUM WATER REQUEST UPDATE – The committee members along with Ray Miller and Lisa Boyd made suggested revisions to the Developer's Agreement between the Strasburg Borough Authority and the Commonwealth of Pennsylvania, Department of General Services. Ray Miller will forward suggestions and recommendations to Harry Yost. A motion was made by Joe Anderson, seconded by Ray Reeder and passed unanimously to approve the agreement subject to the changes recommended by Ray Miller and the approval of Harry Yost.

REVIEW OF 2005 AUDIT – It was the consensus of the members to have the auditor attend the October 19th meeting to review the audit. The auditor will also be asked to provide his advice on borrowing between funds short term and long term.

LIST OF BILLS – A motion was made by Don Bachman, seconded by Ray Reeder and passed unanimously to approve the payment of bills dated 9/6, 9/11, 9/15, and 9/29/06.

MINUTES OF AUGUST 17 AND SEPTEMBER 7, 2006 – A motion was made by Joe Anderson, seconded by Don Bachman and passed unanimously to approve the minutes of August 17, 2006 and September 7, 2006 as corrected.

PUBLIC WORKS REPORT – AUGUST 2006 – A motion was made by Joe Anderson, seconded by Ray Reeder and passed unanimously to accept the August 2006 Public Works Report.

OTHER BUSINESS –

Reservoir and Treatment Plant – Ray Miller reported that he and Lisa Boyd met with the Township Zoning Officer, Tom Long, and discussed the variance, conditional and land development processes that will be required to complete the two projects.

PUBLIC COMMENTS – None

ADJOURNMENT – A motion was made by Joe Anderson, seconded by Don Bachman and passed unanimously to adjourn the meeting at 10:04 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager

STRASBURG BOROUGH AUTHORITY
October 19, 2006 - 8:00 A.M.
MINUTES

Members Present: Harold Wiker Don Bachman Joe Anderson Ray Reeder

Others Present:

Ray Miller, HRG
Lisa M. Boyd, Borough Manager

REQUESTS TO BE HEARD – None

RESERVOIR AND TREATMENT PLANT UPDATE DISCUSSION – Ray Miller from HRG reviewed Mark Campbell's memo dated October 10, 2006 which outlined the steps that would be needed for the zoning Variance request from the Strasburg Township Zoning Hearing Board and the Conditional Use request from the Strasburg Township Supervisors. The memo included items to be submitted, submission dates, and hearing dates. He also indicated that the Township Zoning Hearing Board has up to 45 days to review and act on the Variance application. If the Zoning Hearing Board does not act on the application at the hearing, the Conditional Use Hearing before the Strasburg Township Supervisors will then be delayed. Also, there is typically a 30 day time period after the decisions during which the hearing decision may be challenged or appealed. The zoning Variance before the Township Zoning Hearing Board will be November 14, 2006 and the Conditional Use application will be considered and a recommendation made at the Planning Commission meeting on December 11, 2006. It will then go before the Strasburg Township Supervisors at their meeting in January. Ray then reviewed the draft letter to Tom Long the Township Zoning Officer dated October 20, 2006 which indicates what has been submitted as part of our packet to the Zoning Hearing Board. It also addresses the sections which we are requesting variances from which are Section 445.2 Minimum Setback Requirements and Section 445.11 Screening from all Residentially -Zoned Properties. Other elements of Section 445 were .3 Wastewater Stream Discharge, .4 Outdoor Storage, .5 Noise & Fumes, .6 Structure Location, .7 Agricultural Soils Classification, .8 Minimum Land Necessary to Serve the Proposed Use, .9 Screening of External Use Areas, .10 State & Federal Standards & Regulations, and .12 Water Feasibility Study. The letter addressed each specific Section explaining why the variances are needed and how we meet the other subsections of 445. Harold Wiker reminded the members that a trip to the Altoona Water Treatment Plant has been confirmed for November 16, 2006 with everyone meeting at the Borough Office at 6 a.m. for departure.

REVIEW OF 2005 AUDIT – Ray Reeder explained that there seems to be an error in the audit in regards to the debt payment for the water system improvements. The audit shows one of the two payments that we make each year. The Borough Manager will discuss this with the auditor and have him attend a future meeting if possible, but also if there is an error to correct the error and submit revised audit documents.

DRAFT OF 2007 BUDGET AND CAPITAL IMPROVEMENTS PROGRAM – The members reviewed the 2007 Draft Budget in regards to the water and sewer funds, and including the Authority's Fund 86 and 88. It was the consensus of the members to establish an operating and a capital fund

within both the Authority Funds 86 and 88. The members also reviewed the Capital Improvements Program and it seemed to list all the upcoming projects and those documents will be reviewed again at our next meeting in November.

REVIEW OF SEPTEMBER TREASURER'S REPORT – It was the consensus of the members to except the September Treasurer's Report and file it for audit.

CONSIDERATION AND PAYMENT OF SLSA INVOICE – This item was tabled until the November Authority Meeting.

OTHER BUSINESS – None

PUBLIC COMMENT – None

ADJOURNMENT - A motion was made by Joe Anderson, seconded by Ray Reeder and passed unanimously to adjourn the meeting at 9:50 a.m.

Respectfully Submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH AUTHORITY
MINUTES**

November 2, 2006 – 8:00 A. M.

Members Present: Harold Wiker Joe Anderson Don Bachman Ray Reeder
Jim Kiscaden

Others Present:

Paul Miller, Public Works Director	Ray Miller, HRG
Lisa M. Boyd, Borough Manager	Frank Gerhardt, Charter Homes
Diana Hallman, Borough Clerk	

CALL TO ORDER - Harold Wiker called the meeting to order at 8:00 a.m.

PUBLIC COMMENTS – None

STRASBURG COMMONS - The members reviewed the plan entitled “Exhibit A Botchlet” which shows the 8” water line layout on the Botchlet property and the improvements to be made to Kinder Lane of which Charter has a pedestrian access to the development. The existing right-of-way varies from 15 – 20’ where it passes existing structures. The exhibit also shows a temporary 25’ construction easement at the water vault. Ray Miller asked Frank Gerhardt to draw up a plan showing the new meter pit off East Main Street and where the water lines continue. After the pit is constructed he will contact Paul Miller to pressure test the meter. All new water and sewer lines will be located in a 20’ easement. Many water laterals will be added and those to be located behind the Bank where trees are to be added will be located so they are beyond the tree drip line. It is anticipated that the parking lot will be built-up, keeping the existing trees, and if necessary add screening around the dumpster. Charter plans to start digging at the beginning of January. The market changed demanding larger and detached homes. Frank Gerhardt will be going to the November Planning Commission meeting requesting approval of a change from 160 duplexes and townhouses to 126 single family homes, which will mean fewer hookup fees to the Authority. Jim Kiscaden questioned the width of the streets as to whether a ladder truck could safely maneuver through them. Frank Gerhardt stated that the streets are 28 feet wide and 6 feet between each house. In answer to Harold Wiker’s question of whether all units will have a basement, he said some would while others will not. Frank Gerhardt stated that there will be no storm water changes. When Harold Wiker asked if there was an escrow for the tie-in between himself and Smoker, Frank stated that their lawyer was writing up an agreement.

2007 BUDGET AND CAPITAL IMPROVEMENTS PROGRAM – Lisa Boyd handed all members a copy of the 2007 Budget and explained how figures were arrived at. After much review and discussion Ray Reeder made a motion, seconded by Donald Bachman and passed unanimously to postpone the approval of the Budget until the December 7th meeting allowing for more time for the members to review.

The members also discussed the Water System Improvement projects outlining several of the steps such as the approvals from the Township, DEP approval, the bidding process, and insuring that funds will be available as needed. The members agreed that it would be prudent to apply to Penn Vest, which allows submittals three times a years for grants and low interest loans. Grants are extremely hard to obtain and the Authority would not be a good candidate since we have so much money on hand. Ray Miller stated that he has first hand knowledge of the Penn Vest process.

LIST OF BILLS – A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to approve the payment of bills dated October 24, 2006.

MINUTES OF SEPTEMBER 21, and OCTOBER 5, 2006 – A motion was made by Ray Reeder, seconded by Don Bachman and passed unanimously to approve the minutes of September 21, 2006 and October 5, 2006. Jim Kiscaden abstained from voting because he was not at the October meeting.

PUBLIC WORKS REPORT – SEPTEMBER 2006 – Harold Wiker commended Paul on his report. In regards to the Treatment Plant Upgrade, when asked about the taste of the Borough water, it was felt that ozone was the way to go compared to chlorine. Ray Miller felt that it would be in the Authority's best interest to go to a few other municipalities who use ozone to survey their water plants and learn from their use of ozone. It was the consensus of the members to have Ray Miller try to schedule a "fieldtrip" to the Altoona Water Plant for our next meeting date of November 16th. A motion was made by Jim Kiscaden, seconded by Ray Reeder and passed unanimously to accept the September 2006 Public Works Report.

OTHER BUSINESS – The Developer's Agreement between the Authority and the Railroad has been reviewed with changes made by Ray Miller including that the agreement must state that the water is to be used for fire suppression only, that \$15,000 should be inserted in Section 6 regarding reimbursable fees to the Authority, that "and consulting engineers" should be added to section 7, and "other than the Strasburg Railroad Company and any other owner already a water customer of Authority" should be added to Section 10 line 3. Ray Miller felt the Borough should establish a rate for Borough Employees who inspect and witness testing. A motion was made by Jim Kiscaden seconded by Ray Reeder and passed unanimously to authorize Harry Yost to make the stated changes to the Agreement and to authorize the Chairman and Secretary to execute the Agreement.

Representatives from HRG will be presenting the improvements to the Strasburg Township Zoning Hearing Board on November 14th and the Township Planning Commission for a Conditional Use Hearing on December 7, 2006. Ray suggested that the members make contact with the adjoining property owners prior to the meetings. Some suggestions to shield the 25' concrete reservoir might be to plant a tree shield and/or mounding along the property lines. Another suggestion was to leave as is and put in a more dense tree planting. Also discussed was putting the structure in the ground and slopping away from the structure. Ray Miller suggested Mark Campbell, Jason Wolf and all members meet at the Borough Office at 6:30 for a briefing before attending the Strasburg Twp. Zoning Hearing Meeting, November 14, 2006 at 7:30.

PUBLIC COMMENTS – None

ADJOURNMENT – A motion was made by Ray Reeder, seconded by Joe Anderson and passed unanimously to adjourn the meeting at 10:07 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager

STRASBURG BOROUGH AUTHORITY
November 16, 2006
MINUTES

TRIP TO ALTOONA WATER TREATMENT PLANT

Members Harold Wiker, Jim Kiscaden, Don Bachman, Ray Reeder along with Tim Rineer, Public Works Lead Operator took a trip with representatives from HRG to the Altoona Water Treatment Plant.

Respectfully Submitted,

Lisa M. Boyd
Borough Manager

STRASBURG BOROUGH AUTHORITY
December 7, 2006 - 8:00 A.M.
MINUTES

Members Present: Harold Wiker Jim Kiscaden Don Bachman Joe Anderson
Ray Reeder

Others Present:

Ray Miller, HRG
Jim Strupe, Alpha Engineering
S. E. Smoker, Historic Properties Partners, LP
Frank Gerhardt, Charter Homes
Linn Moedinger, Strasburg Railroad
Lisa M. Boyd, Borough Manager
Paul Miller, Public Works Director

STRASBURG COMMONS (CHARTER HOMES) & STRASBURG BUSINESS PLACE (S. E. SMOKER) – The Authority members wanted to confirm that there are no gaps in the points of connections and that between Charter and Mr. Smoker the easements and right-of-ways and installation of new lines which are required were taken care of. Steve Smoker submitted a plan sheet dated December 5, 2006 that highlight the water and sewer connections which are acceptable to him that are being made on his property by Charter Homes. Frank Gerhardt submitted a sewer letter executed from Elmer Coppoolse of Team Netherlands which show on Plan Sheet 11 of 30 dated November 20, 2006 his approval of the connections by Charter Homes to the Netherlands. The documents read as follows:

I, Steven E. Smoker, Partner of Historic Properties Partners, LP the Pennsylvania Limited Partnership (HPP) do hereby affirm my agreement as to the connections proposed by Charter Homes to the HPP property as shown here on the attached Plan Sheet 11 of 30 dated December 5, 2006 the water and sewer connections highlighted are acceptable to HPP.

I, Elmer Coppoolse, Member of Team Netherlands Realty, LLC, a Pennsylvania limited liability company with an address of 1 Historic Drive, Strasburg, Pa 17579 (TNR) do hereby affirm my agreement as to the connections proposed by Charter Homes to the TNR property. As shown here on the attached Plan Sheet 11 of 30 dated November 20, 2006 the water and sewer connections highlighted are acceptable to TNR.

Also discussed were the meter pit locations, the easements, and right-of ways. A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to accept the two agreements submitted from Historic Properties Partners and Team Netherlands indicating their approval of the connections by Charter Homes. In addition the Authority outlined the following items that must be addressed: 1) The removal and replacement of certain sewer lines. 2) The replacement of 700 feet of sewer line to North Decatur Street. 3) A temporary dedication with proper legal Agreement and escrow could be accepted by the Authority. 4) The escrow from the sewer line from Decatur Street will be included in Charter's escrow. 5) Charter must address the location of the water and sewer line shown within the berm of the stormwater basin at the point of their property behind the properties on North Decatur Street. 6) Three copies of shop plans must be provided to the Authority prior to the start of the site work. 7) Charter will also escrow for the water line in drive B. 8) All water lines must be

pressure tested. 9) The location and layout of Mr. Smoker's water lines have been documented and approved.

It was the consensus of the members that Mr. Smoker does not need to include the proposed water and sewer improvements on the north side of Historic Drive in his escrow at this time.

RESERVOIR AND TREATMENT PLANT UPDATE – See the attached meeting minutes prepared by Tony Elberti of HRG dated December 7, 2007. Ray Miller reminded the members that the Conditional Use application for the Water System Improvements will go before the Township Planning Commission on Monday, December 11, 2006 at 7:30 p.m. The Borough Manager also stated that at some point the members will want to meet with the Emergency Manager to discuss security issues.

PAYMENT OF BILLS AND PAYMENT OF ENGINEERING INVOICES – A motion was made by Don Bachman, seconded by Ray Reeder and passed unanimously to approve the list of bills dated 10-31-06 through 12-1-06. Also approved was HRG's Invoices for the water system improvements, North Decatur Street water line relocation, and preparation and attendance at the Township Zoning Hearing Meeting.

Invoice # 42482 dated 9-15-2006 in the amount of \$4,771.66.

Invoice # 43107 dated 10-18-2006 in the amount of \$4,688.15.

Invoice # 43106 dated 10-18-2006 in the amount of \$2,860.66.

Invoice # 43752 dated 11-15-2006 in the amount of \$ 696.15.

Invoice # 43751 dated 11-15-2006 in the amount of \$4,141.58.

PUBLIC WORKS REPORT - OCTOBER – A motion was made by Ray Reeder seconded by Jim Kiscaden and passed unanimously to accept the October Public Works Report.

CONSIDERATION AND PAYMENT OF SLSA INVOICE – A motion was made by Jim Kiscaden and seconded by Ray Reeder and passed unanimously to pay the invoice from SLSA for Biocyclids Management Facility Plan and Mind Stabilization Facilities dated February 9, 2006 in the amount of \$78,137.73.

APPROVAL OF 2007 BUDGET – A motion was made by Jim Kiscaden seconded by Ray Reeder and passed unanimously to approve the 2007 Budget. It was the consensus of the members that during the first quarter of 2007 to look at the percentages of time for the Public Works Department for the past two years.

OTHER BUSINESS –

Strasburg Railroad Low Flow Procedures – Ray Miller explained that the flows from the Strasburg Railroad pump station will be connected to the Authority's collection system via a 4,525 foot 4 inch diameter force main terminating at the Authority's last manhole on East Main Street. During the initial startup period and a reduce flow periods in the tourist "off-season", the potential exists that the flows could become septic due to the long detention period prior to discharge to the Authority's system. At design conditions, the sewage will be delivered to the Authority System within 3-4 hours during the daytime hours. The delivery period will be longer in the evening and early morning hours; however, that situation is the same condition that exists at the Authority's pump stations.

During the reduced flow periods, the detention time in the force main could increase to 2-3 days, a situation which could promote septicity of the flow. When sewage becomes septic, it increases the

potential for the formation of hydrogen sulfide, which ultimately combines with water forming sulfuric acid, a compound that causes deterioration of concrete.

Ray Miller explained that the railroad is requesting permission to allow the low flows during the initial startup period. A motion was made by Jim Kiscaden seconded by Don Bachman and passed unanimously to have the engineer prepare an outline of the procedures, not to exceed a two year period or until December 31, 2008, to be considered and possibly approved at the December 21st meeting.

Linn Moedinger requested that a final bill for inspections and legal fees be forwarded to him if possible by the end of the year.

CITIZEN COMMENTS - None

ADJOURNMENT – A motion was made by Jim Kiscaden seconded by Ray Reeder and passed unanimously to adjourn the meeting at 10: 50 a.m.

Respectfully Submitted,

Lisa M. Boyd
Borough Manager

MEETING MINUTES

DATE: December 7, 2006

SUBJECT: Strasburg Borough Authority Water Treatment Plant Upgrade

LOCATION: Strasburg Municipal Centre

ATTENDEES:

NAME	COMPANY	PHONE	E-MAIL
	Strasburg Borough Authority		
Ray Miller	Herbert, Rowland & Grubic, Inc.	717-291-1783	rmiller@hrg-inc.com
Shannon Williams	Herbert, Rowland & Grubic, Inc.	717-291-1783	swilliams@hrg-inc.com
Tony Elberti	Herbert, Rowland & Grubic, Inc.	717-291-1783	telberti@hrg-inc.com

Strasburg Municipal Centre

Ray discussed the Conditional Use process. He underscored the need for tree screening. The conditional use includes time restrictions, such as “must be constructed in one year” that this project will not meet. Ray will be requesting a change to that condition based on the actual time to construction.

HRG provided Strasburg Borough Authority with an update of the Reservoir and Treatment Plant design. HRG submitted a plan of the site with outlines of the proposed finished water storage tank and operations building. The plan also showed schematics of the finished water storage tank which included a central ozone contactor, a chlorine contact tank, finished water storage, chemical addition points and piping.

The two questions that had the most impact on cost for the Authority were level of redundancy and finished water storage volume necessary. HRG calculated approximately 450,000 gallons would be necessary to satisfy 2 hours of fireflow and the anticipated 20 year peak flow demand. Strasburg aimed to build a tank that would have 750,000 gallons of capacity if it is affordable and if there would be no additional variances to acquire.

Authority directed that they would like:

- As much storage and increased pressure as possible within the footprint and zoning height

The second redundancy question with significant cost impact is whether or not to design for completely redundant ozone generation equipment or just to have a single ozone generation train with a redundant chlorine system that can be ramped up from residual dosage to disinfection dosage. Preliminary analysis of uninstalled equipment costs indicated roughly a 30% difference on the order of tens of thousands of dollars to have completely redundant ozone generation capacity. The difference between a chlorine system that could deliver residual only dosage vs. a system that could ramp up to

disinfection capacity, was 15% on the order of thousands of dollars. In reality, the cost difference to install a redundant chlorine system capable of both design conditions would be relative miniscule. (After consulting the actual numbers from vendor proposals the actual cost difference between a dual ozone generation system and single would be approximately \$60,000 for Ozonia and about \$100,000 for Wedeco. These costs are for the equipment only. This was realized after the meeting and has not yet been communicated to the client.)

The Authority directed to design the operations building to accommodate:

- Redundant ozone generation system, but if too expensive delete one train and make sure this is allowed in permit
- Redundant chlorine system (capable of delivering residual and primary disinfection dosages)
- Get Land Development approval for building to be expanded for future filtration area (as a phased extension of the building)
- Hydraulic capacity to accommodate future filters

If the price for a redundant ozone system comes in too high, deleting one of the trains would be utilized as a cost saving measure. The room would be sized to accommodate both units and would have piping provisions to add a future redundant ozone generation train.

Tour of Existing Water Plant

Attendees:

Paul, Tim, Ed – Strasburg Borough Authority operators
Shannon Williams and Tony Elberti – HRG staff

After the Authority meeting, HRG staff met with Strasburg Borough Authority operations staff to tour the existing plant, take pictures and identify existing pipes, operating scenarios and understand operator concerns.

HRG asked Paul about how sources are operated. The system is fed by three springs (Old Springs, New Springs and Mowrer Springs) and three wells (King Well, Fisher Well and Rohrer Well). Current demand flow ranges from about 250,000 gpd to 350,000 gpd. Paul to provide HRG with flow data. Both the new and old springs flow by gravity and they are on year round. The wells are all operated on timers. Through trial and error, operators have been able to set the timers in the wells to control the water level in the Raw Water Storage Tank. Since the Authority installed a level transducer in this tank, they have been able to successfully operate the system with little or no overflow.

Overflow from the Raw Water Storage Tank has been an issue in the past complicated by undersized overflow piping, no ability to view the water level in the tank and no alarms. The 4" overflow was recently increased to a 6" and routed under the road along the plant site into a drainage ditch that flows to a creek. A level transducer now gives operators the ability to see the tank water level. Tied to this new level transducer are alarm conditions for high water, high-high water (overflowing) alarm, and a drop down alarm (if the tank level drops by more than 3 feet in one day).

The operators currently have the ability to bypass the Raw Water Storage Tank and would like to be able to bypass the new Finished Water Storage Tank. Operators would like the ability to be able to measure the flow from the new and old springs through new flow meters, be able to bypass the meters

and control flow into the Raw Water Storage Tank better with new valving.

The Springs have a low pH of about 5.6. During the winter, the plant is fed with a higher proportion of spring water than well water. The wells are brought online over the year as demand increases. Timers are also increased in order to maintain the raw storage water level.

Operators were very interested in getting away from the current bagging method of introducing soda ash and move towards addition of liquid caustic. Right now the Authority does not have any way to verify the raw pH in order to effectively dose. Consideration will be given to the new plant to provide pH, ORP or conductivity probes to monitor raw and pH adjusted water quality.

The plant has a Hach DR700 Chlorimeter for running iron, manganese, chlorine and pH. The plant also has a turbidimeter and ozone sensor. Sample lines from all the wells are piped to a common sink in the current operations shed and operators would like to continue this simplified practice for sampling. The new building will have a lab area dedicated to sampling. Consideration will also be given to provide a lavatory. Operators currently use a port-o-pot outside the shed.

4 LMI pumps deliver liquid sodium hypochlorite (2 pumps, 1 operating + 1 standby) and Aqua-Mag (2 pumps, 1 operating + 1 standby). Although operators like the simplicity of the LMI pumps they typically last about a year before they need replaced.

A 4 foot loading dock would significantly increase ease of chemical deliveries. Currently operators have to unload trucks by hand in the elements, since the trucks can't back all the way up to the building for deliveries.

Ozone system – currently has two generators, of which only one is operating at a time. The operators have extreme difficulty maintaining this apparatus effectively due to inaccessibility of certain components including transformers. There is only one compressor and dryer. Operators have a preferred contact in Ephrata to be supplied with Hesco replacement parts.

Electricity to the plant is presently backed up by an existing 20 DKAE Generator. Provisions for a new generator will be provided at the new facility in case of power failure.

Aqua Mag is dosed 10' below Cl₂.

We believe these minutes accurately reflect the items discussed at the subject meeting. If there are any revisions or corrections to these minutes, please contact the undersigned within ten (10) days of receipt of these minutes. If no revisions or corrections are requested, the minutes will stand approved as submitted.

Respectfully submitted,

Anthony G. Elberti, P.E.
Environmental Project Engineer

AGE/xx

c: All HRG Attendees

STRASBURG BOROUGH AUTHORITY
December 21, 2006 - 8:00 A.M.
MINUTES

Members Present: Harold Wiker Jim Kiscaden Ray Reeder Joe Anderson

Others Present:

Paul Miller, Public Works Director
Frank Gerhardt, Charter Homes
Linn Moedinger, Strasburg Railroad
Lisa M. Boyd, Borough Manager

REQUEST TO BE HEARD – Frank Gerhardt requested that the Authority review the escrow proposal for the water and sewer improvements of the Strasburg Commons Development. Ray Miller suggested under sewer that a line and cost should be added for air testing and record drawings and inspections. Under water \$5,000 should be added for record drawings. It was the consensus of the members to have Ray Miller take the escrow proposal and review it thoroughly and come back to the January 4th meeting with a recommendation for items to be included and recommendation for approval.

RAILROAD SEWER SERVICE – LOW FLOW PROCEDURE – A motion was made by Jim Kiscaden seconded by Don Bachman and passed unanimously to approve the Strasburg Railroad Low Flow Procedures as prepared by Ray Miller. (See attached Low Flow Procedures Outline)

RESERVOIR AND TREATMENT PLANT UPDATE REVIEW OF SCHEDULE – The members reviewed the potential project schedule prepared by HRG which is attached to the minutes. Ray Miller confirmed that the Conditional Use Hearing before the Strasburg Township Board of Supervisors will be January 15, 2007 at 7:30 p.m. They suggested that we invite Steve Echternach, Emergency Manager, to attend in case there are any questions regarding security. Ray Miller also explained that once we get through the Conditional Use Hearing we will then need to go before the Township for the Land Development Plans and approvals.

PAYMENT OF BILLS AND PAYMENT OF ENGINEERING INVOICES – A motion was made by Jim Kiscaden seconded by Joe Anderson and passed unanimously to approve the list of bills dated 12-14-2006 and 12-15-2006. Also approved were invoices from HRG for the preparation and attendance at the Strasburg Township Zoning Hearing Board and Conditional Use Meeting, and the Water System Improvements.

Invoice # 44343 dated 12-06-2006 in the amount of \$3,587.60.

Invoice # 44344 dated 12-06-2006 in the amount of \$3,190.67.

OTHER BUSINESS –

The members confirmed with Linn Moedinger that they will be receiving the payments for the Strasburg Railroad and Museum sewer EDUs by December 29, 2006.

Grease in Clover Avenue Sewer Line - It was the consensus of the members to authorize the Public Works Director to take grease and oil samples from the Netherlands Inn sewer line and have them tested at Lancaster Lab.

105 Clover Avenue - The Borough Manager explained that she received a call from Don Shultz of 105 Clover Avenue indicating there was a sewer backup in the Clover Avenue Line which caused sewage to come into his basement. He is requesting whether the Authority will reimburse him for expenses to cleanup his basement. It was the consensus of the members to have the Borough Manager inform Mr. Shultz that since it was not our equipment that failed, that it was actually his check valve that failed so the Authority will not be reimbursing him for any expenses.

PUBLIC COMMENT – None

ADJOURNMENT - A motion was made by Jim Kiscaden, seconded by Don Bachman and passed unanimously to adjourn the meeting at 9:50 a.m.

Respectfully Submitted,

Lisa M. Boyd
Borough Manager