

STRASBURG BOROUGH AUTHORITY
AUGUST 17, 2017 – 8:00 A.M.
MINUTES

Members Present: Harold Wiker Ken Johnson Ray Reeder Ray Garraffa Will Mullin

Others Present:

Lisa M. Boyd, Borough Manager
Jeff Sweater, ELA Group

Ed Zalewski, Public Works Director in Training

Harold Wiker announced that the meetings are audiotaped and maintained until the minutes are approved.

REQUESTS TO BE HEARD:

COMMUNITY PARK WATER/SEWER RELIEF REQUEST: Ed Zalewski, representing the Strasburg Community Park, was in attendance and reviewed his written request for some relief on their most recent water/sewer bill. He stated that there was either a maintenance or vandalism issue in June at the Park Pavilion where the urinal in the restroom was damaged and drain clogged and water was running under the door, into a drain and in the rain garden. He stated that in this quarter, they used 39,600 gallons but they normally use under the 5,000 gallon minimum. He reminded the members that this park is community-funded and maintained by volunteers.

A motion was made by Will Mullin, seconded by Ray Reeder and passed unanimously to reduce the second quarter 2017 water/sewer bill for the Strasburg Community Park to the amount that it would have normally been in this quarter, which is the minimum bill of \$84.54.

On behalf of the Strasburg Community Park, Ed Zalewski thanked the board for their decision and expressed his appreciation.

SEWER PROJECT STATUS PRESENTATION: Jeff Sweater provided a map showing the pipe that has been lined, noting that the green is the lined pipe and the red is what still needs to be lined. Mr. Sweater stated that he will be meeting with the contractor to determine how they are choosing the locations to be lined. Harold Wiker and Jeff Sweater expressed their concern regarding the progress of the project and the deadline.

Jeff Sweater reviewed a change order submitted by Progressive Pipeline Management which is for an increase of \$1,500 for changes up to August 10, 2017 for two setup charges per the agreed upon unit cost of \$750 each for two sections of sewer that were not able to be lined due to the condition of the mains: Village Rd (MH-1 to EX MH-SLSA) and N. Jackson St. (MH-84 to MH-82).

A motion was made by Ray Garraffa, seconded by Ken Johnson and passed unanimously to approve the change order as submitted for changes up to August 10, 2017 for the increase of \$1,500 as detailed above.

Harold Wiker stated that, unless it is an emergency, the contractor should be placing PA One Calls before digging.

Will Mullin thanked Jeff Sweater for providing the map detailing the progress of the project.

PROGRESSIVE PIPELINE APPLICATION FOR PAYMENT #2: Jeff Sweater reported that Progressive Pipeline submitted an application for payment #2 for \$109,777.50. The Engineer has agreed to this payment application and recommends approval.

A motion was made by Ray Reeder, seconded by Ray Garraffa and passed unanimously to approve the payment of Application for Payment #2 in the amount of \$109,777.50 to Progressive Pipeline Management for sewer pipe relining work done, as recommended by the Engineer.

PLAQUE FOR WATER TREATMENT PLANT DISCUSSION: Ray Reeder provided a draft of a plaque for the Water Treatment Plant. It was the consensus of the members to have Ken Johnson send the proposal out for pricing for different treatments to be reviewed at a future meeting.

APPROVAL OF 2018 BUDGET CALENDAR: A motion as made by Ray Garraffa, seconded by Ken Johnson and passed unanimously to approve the 2018 Budget Calendar.

Harold Wiker suggested reviewing the long-range plan of future projects and compare that to how the budget can support those projects. Ken Johnson offered to meet with Harold Wiker and the Borough Manager on this project. Jeff Sweater will provide per foot cost estimates for water line replacement costs for 12" and 8" lines.

PUBLIC WORKS REPORT – JULY: A motion was made by Ken Johnson, seconded by Ray Garraffa and passed unanimously to approve the Public Works Report for July 2017. It was noted that the ratios for water and sewer were good.

Harold Wiker asked for a status report of the progress to obtain additional land surrounding our wells and springs. The Borough Manager stated that she has left messages and that it may be necessary for her to go see them in person.

PAYMENT OF MONTHLY BILLS: A motion was made by Ray Garraffa, seconded by Ray Reeder and passed unanimously to approve the list of bills for the period of July 18, 2017 through August 8, 2017.

MINUTES OF JUNE 15, 2017 AND JULY 20, 2017: A motion was made by Ray Reeder, seconded by Ray Garraffa and passed unanimously to approve the minutes of the June 15, 2017 and July 20, 2017 meetings as submitted.

OTHER BUSINESS:

Charter Homes Phase 1 – ELA Water/sewer punch list – The Borough Manager provided a copy of ELA's water/sewer punch list items for their review. She stated that Charter Homes' representative is questioning #5, #6, #10 and #13. Regarding items #5 and #6, Jeff Sweater noted that their plans propose a .5% sewer slope for two sections but there is actually a .414% and .456% slope. He stated that this is above the state standard slope of .4% and there have not been any clogging problems over the past ten years. Harold Wiker asked the Borough Manager to verify that all right-of-ways have been noted and recorded. Regarding comment #10, Harold Wiker stated that the fire hydrants need to be the same throughout the entire town and the Borough Manager will verify with the fire company what color they prefer and if they need to be repainted that it should be done within two months. Ed Zalewski stated that it is his opinion that they be all red because of the ease of repainting. Jeff Sweater reviewed the easement issue detailed in #13 and stated that the developer will need to take some time to check and possibly modify the easement before the development is accepted for dedication.

A motion was made by Ray Reeder, seconded by Ray Garraffa and passed unanimously to accept the water/sewer punch list as prepared by ELA Group Inc. for Charter Homes Phase 1 with the note that the color

of the fire hydrants will be decided on by the fire company and if they need to be repainted that it should be done within two months.

Bank Statement – As recommended by Authority auditor Mark Zettlemyer, Ray Reeder opened, reviewed, and initialed the bank statements.

Future Projects – Ray Reeder asked the Board’s opinion on the strategy to raise additional funds to cover future sewer projects, such as several small increases, a larger one time increase, etc.

Harold Wiker stated that some future water projects are replacing the 12” main on East Main Street, increase the 4” line on South Decatur Street to an 8” line and installing remote meters. He added that if an additional Public Works employee is needed to replace our retiring employee, it may be necessary to delay the remote meters.

CITIZEN COMMENTS: None.

ADJOURNMENT: A motion was made by Ken Johnson, seconded by Ray Reeder and passed unanimously to adjourn the meeting at 9:39 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager