

**STRASBURG BOROUGH AUTHORITY
FEBRUARY 15, 2018 – 8:00 A.M.
MINUTES**

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

Others Present:

Lisa M. Boyd, Borough Manager

Ed Zalewski, Public Works Director

Jeff Sweater, ELA Group

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

REQUESTS TO BE HEARD: None.

SEWER PROJECT – JEFF SWEATER, ELA GROUP

PROGRESS UPDATE: Jeff Sweater reported that there are approximately 20 runs remaining to be lined and that lining couldn't be done when it was too cold.

Jeff Sweater reported that there was a complaint filed on January 24, 2018 to PennDOT about the cold patch paving around the manholes and the contractor responded and made the repairs quickly. He also stated that after the paving companies open up for the season, the cold patch will be removed and replaced with hot mix.

PPM PAY REQUEST #6: Jeff Sweater reported that Progressive Pipeline Management submitted an application for payment #6 for \$ \$201,087.00 which includes length of pipe lined. The Engineer has agreed to this payment application and recommends approval.

A motion was made by Ken Johnson, seconded by Ray Reeder and passed unanimously to approve the payment of Application for Payment #6 in the amount of \$201,087.00 to Progressive Pipeline Management for sewer pipe relining work done, as recommended by the Engineer.

POTENTIAL CHANGE ORDER #4 FOR MANHOLE MH-4 TO MH-3, AND POTENTIAL AUTHORIZATION TO INCLUDE REPLACEMENT OF THIS LINE WITHIN THE BID: A section of sewer pipe from MH-4 to MH-3 needs to be relined, and was not included in the original bid. Jeff Sweater recommends it be relined.

A motion was made by Ray Reeder, seconded by Ray Garraffa and passed unanimously to approve Change Order #4 to reline the sewer pipe from MH-4 to MH-3 and include it as part of the project. Jeff Sweater will advise the contractor of this action.

CLOVER AVENUE SEWER MAIN REPLACEMENT PLAN AND DESIGN REVIEW: Jeff Sweater stated that they designed it to have slope the whole way. It was discussed that this is a repair project that needs to be done because of the sags in the line.

A motion was made by Ray Reeder, seconded by Ray Garraffa and passed unanimously that the Clover Avenue sewer main replacement project is being considered a repair and to proceed with the project with it going out to bid in April or May of 2018.

INTERCEPTOR REROUTE AT STREAM CROSSINGS PLAN AND DESIGN REVIEW PHASE 1 BOG TURTLE SURVEY REQUIRED BY US FISH AND WILDLIFE \$550: Jeff Sweater showed the members the location where the pipe is exposed to the stream in two places and this pipe needs to

be repaired. He stated that easements will be needed. Jeff Sweater stated that the Bog Turtle Survey is required but the habitat is not there.

A motion was made by Ken Johnson, seconded by Ray Garraffa and passed unanimously to authorize the Phase 1 Bog Turtle Survey that is required by the US Fish and Wildlife in the amount of \$550.00.

CONSIDERATION OF PROPOSAL FOR FISHER WELL SRBC DOCKET RENEWAL

APPLICATION AND PUMP TEST: Jeff Sweater stated that he did prepare a proposal in coordination with Steve Read from Read & Associates, which includes the pump test, prepare the pump plan and review the report to have the Fisher Well re-permitted by SRBC. He stated that if we would have applied for a waiver, the capacity would have been drastically cut. Jeff Sweater had some recommendations to keep costs down which include: the Borough contracting directly with the hydrogeologist, Borough staff mailing questionnaires to property owners, Borough staff doing the public notice in the newspaper, Public Works employees assisting with setting up some of the equipment, and volunteers assisting with monitoring during the pumping.

Harold Wiker suggested having the level in the Reservoir low enough so that during the testing that the water can be put into the Reservoir instead of being discharged elsewhere. Jeff Sweater stated that he will need to coordinate with the Public Works Director.

A motion was made by Will Mullin, seconded by Ray Garraffa and passed unanimously to enter into separate agreements with ELA Group, Inc. for \$9,856.40 and Read & Associates LLC at an estimated cost of \$29,676.00 for the Fisher Well SRBC Docket Renewal Application and Pump Test Project.

PUBLIC WORKS REPORT – JANUARY: A motion was made by Ken Johnson, seconded by Ray Reeder and passed unanimously, to approve the Public Works Report for January 2018. It was noted that the ratios for water and sewer were good.

The Borough Manager and Public Works Director reported that there was a sewer backup at 117 Miller Street and we are still trying to locate the problem with the assistance of Albert Herr Plumbing, Kline's and Mentzer's Excavating. It was noted that this section of pipe was recently lined by PPM and PPM stated that they are absolutely sure that they cut open the lateral.

The Borough Manager stated that our Building Code Official did confirm that Smokestack Barbeque at 15 West Main Street does have a grease trap in the basement. She also confirmed that Rutter's and the Fireside Tavern have grease traps and are pumped out by Kline's. She also stated that Rutter's has recently begun recycling their oil and it is being taken off-site.

PAYMENT OF MONTHLY BILLS: A motion was made by Ray Garraffa, seconded by Ken Johnson and passed unanimously, to approve the list of bills for the period of January 9, 2018 through February 6, 2018.

MINUTES OF JANUARY 11, 2018: A motion was made by Ray Garraffa, seconded by Ray Reeder to approve the minutes of the January 11, 2018 meeting as submitted. Motion carried with members Wiker, Reeder, Garraffa and Johnson casting assenting votes. Member Mullin abstained from voting because he was not in attendance for the meeting.

OTHER BUSINESS:

Bank Statements – As recommended by Authority auditor Mark Zettlemyer, Ray Reeder will open, review, and initial the bank statements immediately following the meeting.

Audit - Ray Reeder stated that he received a call from one of the Auditors and responded to their questions. The Borough Manager stated that the audit went very smoothly and a lot of information was provided to the auditors ahead of time and they were only on-site for two days. She reminded the members that the auditor will present the audit to them at a future meeting.

215 Old Post Lane – The Borough Manager reported that the Public Works Department responded to a frozen meter call at 215 Old Post Lane and they have filed a claim against the Authority. Ed Zalewski stated that there was a 1” plastic meter that was located in an unheated garage and the homeowner had wrapped the meter because she knew it was exposed. He went on to say that during the extreme cold, the meter broke and flooded her garage. The Public Works Department replaced the meter for her because she did not have any water and he does not know why they would submit a claim against the Borough. Ed Zalewski added that he believes it is the builder’s fault because they installed the meter in the unheated garage with an uninsulated garage door and the homeowner was aware that this was a potential problem because she had already wrapped it in tape. The Borough Manager will forward the notice to the insurance company.

CITIZEN COMMENTS: None.

ADJOURNMENT: A motion was made by Ray Garraffa, seconded by Ken Johnson and passed unanimously, to adjourn the meeting at 9:55 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager