

STRASBURG BOROUGH AUTHORITY
MAY 18, 2017 – 8:00 A.M.
MINUTES

Members Present: Harold Wiker Ken Johnson Ray Reeder Ray Garraffa

Others Present:

Lisa M. Boyd, Borough Manager	Paul Miller Jr., Public Works Director
Ed Zalewski, Public Works Director in Training	Julian Mazero, ELA Group
Matt Sterchak, REL	Thomas Devenney, ELA Group Intern
Greg Hill, Keystone Custom Homes	

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

REQUESTS TO BE HEARD: None.

HARTMAN BRIDGE VILLAGE – GREG HILL: Greg Hill, representing Keystone Custom Homes, was in attendance and reviewed the Hartman Bridge Village project. He stated that the sewer line from the Hershey Farms plant and the water lines are installed to the site but capped without a meter pit. He stated that they have already spent approximately \$4 million in land, approvals, capacity and site work and their lenders want pre-leases. He stated that they have not yet signed the agreement and are planning to wait until they have the financing in place and install the meter pit to start field construction and then begin paying us for the capacity. Harold Wiker stated that he is concerned that the agreement has not yet been signed and suggested that the agreement be signed and the first payment is due upon the financing being in place and to increase the annual payments to have the full amount paid by 2022, which was the originally agreed-upon date. The Borough Manager explained the reservation of capacity fees and Mr. Hill stated that they could pay that by December 31, 2017.

Mr. Hill will draft a modification to the agreement to have the reservation of capacity fee in the amount of \$19,324.80 due by December 31, 2017 and, as previously agreed, to divide the tapping fee payments that begin when they install the meter pit into equal payments with the final payment due by December 31, 2022.

A motion was made by Ray Garraffa, seconded by Ray Reeder and passed unanimously to have Keystone Custom Homes sign a modified agreement for the Hartman Bridge Village project to have the reservation of capacity fee in the amount of \$19,324.80 due by December 31, 2017 and, as previously agreed, to divide the tapping fee payments that begin when they install the meter pit into equal payments with the final payment due by December 31, 2022.

EPHRATA NATIONAL BANK PLANS – MATT STERCHAK, REL: Matt Sterchak, representing Ephrata National Bank, was in attendance and stated that, as approved by our Engineer, has revised the sewer line location to remove Manhole #8 which was in the stormwater basin and the line now goes from Manhole #7 to a moved Manhole #9 and completely avoids the stormwater basin. Mr. Sterchak stated that for the relocating of Manhole #9, the existing pipe will be filled with fill and the connection point from the old Manhole #8 will be patched with nonshrink grout so no water can get in. Harold Wiker stated that the easement will need to be recorded and trees and shrubs cannot be planted within the easement. Mr. Sterchak also stated that the pipe will have four feet of cover, which meets the requirement. Mr. Sterchak agreed to add a note that the Authority will be notified 96 or 72 hours prior to sewer line construction so the Borough can be on site to inspect.

A motion was made by Ray Reeder, seconded by Ken Johnson and passed unanimously to approve the revised plans for the Ephrata National Bank as drafted.

Harold Wiker stated that the cost opinion needs to be revised to correct the math calculations. Julian Mazero will provide the Borough Manager with a copy of the most recent document.

STATUS REPORT ON SEWER PROJECT: Julian Mazero, from ELA Group, reported that Jeff Sweater advised him that PPM is planning to begin the end of May. The Borough Manager stated that all contracts have been signed.

WELLS – 100’ RADIUS: The Borough Manager stated that she sent out letters to the affected property owners and have received the following feedback:

- * Steve Fisher (Fisher Well) – He is talking to his family and he wants to work with us.
- * Roger Rohrer (Rohrer Well) – He is willing to put in an easement.
- * Daniel King (King Well) – Have not had any response from him yet.

Julian Mazero will check with DEP regarding the regulations and what is recommended to be installed within that 100’ radius.

REVIEW OF WATER/SEWER SPECIFICATIONS: The Borough Manager stated that, in light of the review of the sewer specifications during the recent purchase of the grinder pumps for Charter Homes, the Borough Engineer stated that he was in agreement with the use of the Liberty pump assembly. She asked if our specifications needed to be revised. Harold Wiker stated that he discussed the sewer pumps with one of the owners from a local supply company and he recommends our specifications allow for the E-One, Liberty, or Flite (high-flow commercial-grade) sewer grinder pump because each have an appropriate application.

The members talked about the benefit of remote meter reading equipment but noted that at this time it is cost prohibitive.

A motion was made by Ray Garraffa, seconded by Ken Johnson and passed unanimously to have the sewer grinder pumps included in the water/sewer specifications as an appendix and to allow for the E-One, Liberty, or Flite (high-flow commercial-grade) because each have an appropriate application.

PUBLIC WORKS REPORT – APRIL: Ray Reeder noted that the water to sewer ratios did increase and added that it will be good to get the sewer system sealed up. Paul Miller Jr. noted that the water table is increasing. Ray Reeder stated that he planned to work on a spreadsheet to show our projected savings for curing the infiltration problem. Harold Wiker noted that reducing infiltration opens up capacity that can be sold for tapping fees.

Paul Miller Jr. stated that the pump at Pump Station #5 failed and the cost to rebuild the pump was approximately \$1,700 and the cost for a new pump was approximately \$5,000. He stated that this motor is an obsolete pump and would need to be specially-made and would take from 12-17 weeks. Due to the cost difference and the amount of time to get a new pump, he had the existing pump repaired.

Harold Wiker asked the Borough Manager to investigate if new pumps (two new and one spare) could be purchased with the sewer bond money and possibly include them as a future bid package project. Julian Mazero stated that there are Act 13 small grant funds available through DCED that could be investigated for this project.

A motion was made by Ray Reeder, seconded by Ray Garraffa and passed unanimously to approve the Public Works Report for the month of March, dated May 5, 2017.

PAYMENT OF MONTHLY BILLS: A motion was made by Ray Reeder, seconded by Ray Garraffa and passed unanimously to approve the list of bills for the period of April 19, 2017 through May 9, 2017.

MINUTES OF APRIL 20, 2017: A motion was made by Ray Garraffa, seconded by Ray Reeder and passed unanimously to approve the minutes of the April 20, 2017 meeting as printed.

REVIEW OF 5-YEAR PROJECTION: The 5-year financial projection spreadsheet was reviewed. The Borough Manager stated that the revenues are probably conservative and noted that the sewer fund does go into the negative in 2020 due to the loan payments. She noted that this spreadsheet will be updated during budget time and 2021 will be added. It was the consensus to update this document in July and to add 10% to the sewer usage revenues in 2018.

OTHER BUSINESS:

Bank Statement – As recommended by Authority auditor Mark Zettlemyer, Ray Reeder opened, reviewed, and initialed the bank statements and found everything to be in good order. He added that the statements are also being reviewed from the sewer bond proceeds account at M&T Bank.

CITIZEN COMMENTS: None.

ADJOURNMENT: A motion was made by Ken Johnson, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 9:40 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager