

**STRASBURG BOROUGH AUTHORITY
JANUARY 19, 2017 – 8:00 A.M.
MINUTES**

Members Present: Harold Wiker Ken Johnson Ray Reeder Will Mullin

Others Present:

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

Ed Zalewski, Public Works Lead Operator

REQUESTS TO BE HEARD: John and Irene Sigler, 246 Miller Street, were in attendance to express their concern about their meter that's been fluctuating/malfunctioning. They had a very high bill for the last quarter of 2015 that cost them \$823 for 41,300 gallons. Mrs. Sigler said they checked for leaks and found none and they paid the bill anyway. Now their meter is slowing down with their most recent bill being 800 gallons for the minimum of \$84.54. It was the consensus of the members to have one of the Public Works employees meet with them to explain how the meter and remote work. A new meter and remote will be installed as soon as the meter and billing issues has been resolved.

WELCOME NEW MEMBER – WILL MULLIN: The members welcomed Will Mullin to the board and Harold thanked Will for his interest in the Authority and stated that he knows Will will be a great asset to the board.

REORGANIZATION:

CHAIRMAN (HAROLD WIKER)

VICE-CHAIRMAN (KEN JOHNSON)

**SECRETARY/TREASURER (RAY REEDER)
BANK (BB&T)**

**SOLICITOR (APPEL & YOST)
ENGINEER (ELA GROUP)**

A motion was made by Will Mullin, seconded by Ray Reeder and passed unanimously keep all the appointments the same for 2017.

Lisa Boyd noted that the BB&T banking fees recently increased significantly and are being evaluated by the bank to see if there is a better, less expensive account that the Authority's money can be put into. Lisa added that Ryan Boyd (who used to work for BB&T) of Univest (which is going into where the PNC Strasburg North branch used to be located) contacted her and asked if they could provide a proposal for banking services. They will be opening around April 1. Lisa indicated that she will be meeting with Ryan on January 26 to discuss the account details.

WILL MULLIN–WATER AND SEWER CONNECTION, 216 LANCASTER AVE.,

STRASBURG TOWNSHIP: After a thorough review of the two plans, a motion was made by Ken Johnson, seconded by Ray Reeder and passed unanimously to approve the plans with the inclusion of the suggested changes discussed. Will Mullin abstained from the vote, since he is the applicant and an Authority member.

Jeff Sweater noted that he has opened a new job number for this project and that the Authority will invoice Will for Jeff's time to assist with the plans. Will agreed and expressed his appreciation for Jeff's assistance.

CONTINUED DISCUSSION OF SEWER PIPE RELINING AND MANHOLE RESTORATION PROJECT & BIDDING PROCESS-JEFF SWEATER:

Jeff Sweater reviewed the 24-page sewer project plan set in detail with the members. Jeff noted that since the December review of the plan set, he had to make a lot of changes since he originally worked from the design plans and has since received the as-built plans. A separate job number has been opened to track this additional cost which will be above and beyond his original proposal. It was the consensus of the members that this was acceptable. The open cut areas and Clover Avenue will take place at a later time. This project should give extended life to the pipes and manholes of about 40-45 years. Jeff will submit the draft front end bid documents, which he has started, to Ken for his review prior to next meeting at which time authorization to put the project out to be is anticipated to take place.

After reviewing the bid schedule, it was the consensus of the members to reschedule the March 16 Authority meeting to March 23, at which time the bids will be reviewed by the members.

PUBLIC WORKS REPORT – DECEMBER: It was noted that the ratios were good. A motion was made by Ray Reeder, seconded by Will Mullin and passed unanimously to approve the Public Works Report for the month of December, dated January 5, 2017.

PAYMENT OF MONTHLY BILLS: A motion was made by Ray Reeder, seconded by Will Mullin and passed unanimously to approve the list of bills for the period December 14, 2016 through January 10, 2017.

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.

Gate and Concrete Pad – Ed reported the gate is to be installed yet this month by Abel Fence and the concrete pad installed in mid-February, weather permitting, by Lefever Concrete.

Pump Station #2 Generator – It was the consensus of the members to obtain a bid proposal from Dynatech for review and possible approval at the February meeting.

Water Certification Testing – Lisa noted that Thaddeus Stevens College in Lancaster is giving water certification tests this year on May 10, August 23 and December 8. It was the consensus of the members to ask Wayne Breneman to be ready to take the test on August 23 so that he is certified before Paul retires.

CITIZEN COMMENTS: None.

ADJOURNMENT: A motion was made by Ray Reeder, seconded by Will Mullin and passed unanimously to adjourn the meeting at 10 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager