

STRASBURG BOROUGH AUTHORITY
MEETING
APRIL 18, 2019 – 8:00 A.M.
MINUTES

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

Others Present:

Lisa M. Boyd, Borough Manager	Ed Zalewski, Public Works Director
Jeff Sweater, ELA Group	Bill DeMarco, PPM
Patrick Moulds, ELA	Thomas Nestoras, PPM
Wayne Breneman, PW Operator	

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

REQUESTS TO BE HEARD: None.

GIS PRESENTATION – ELA GROUP: Patrick Moulds from ELA was in attendance and provided a presentation of Arc GIS Online. He stated that they are not a reseller but would be able to assist with obtaining the licenses. Mr. Moulds offered to lend the Authority a tablet for a short period of time to allow the staff to see how the program works. In addition to utilizing the program for water and sewer needs, the Borough Manager stated that it could also be used by the Borough for projects such as MS4 mapping and the sign program. Jeff Sweater stated that the cost to add project information into the GIS System can be added to each project and there is already a lot of our information uploaded.

The Borough Manager recommended we borrow the tablet from ELA to have a full demonstration and Mr. Moulds will prepare a proposal based on how we plan to use the program. Mr. Moulds will provide the security protocol for the program and stated that they do periodic hard backups.

A motion was made by Ray Reeder, seconded by Ken Johnson and passed unanimously to authorize the staff to utilize the free demonstration and to have the Engineer prepare a proposal for consideration at a future meeting.

8:30 A.M. PPM UPDATE – TOM NESTORAS: Thomas Nestoras and Bill DeMarco from PPM were in attendance to provide a status update of the Sewer Lining Project. Mr. Nestoras stated that they have about 30 sections of pipe to brush and clean and he is working on getting a smaller unit out to do some of the tighter sections. He estimates being able to complete the project within a week or two to finish the project, depending on how difficult it is to get into the sections. He did report that they were unable to work one day last week because they had some equipment that needed to be repaired.

Mr. Sweater stated that a meeting is scheduled for 1:30 pm today between the Authority, the contractor and Mr. Rehab to discuss the line repairs.

Mr. Sweater stated that PPM repaired the swale that they damaged between Lancaster Avenue and Ada Avenue and noted that they did a great job with the repair and went above and beyond what was needed.

ENGINEER'S REPORT – JEFF SWEATER: Mr. Sweater reviewed his Engineer's Report dated April 18, 2019:

GENERAL PROJECTS:

1. ELA is still in the process of drafting a letter to be sent to all commercial/industrial users to cordially notify them of the Authority's industrial waste ordinance restrictions and penalties that may apply to their business operations.

2. Mr. Sweater stated that he worked with the Public Works Director and Authority Chairman to determine the best layout for Strasburg Township's Creekview Lane sewer connection and provided a map showing the potential connection and noted that easements will be necessary. Mr. Sweater stated that this is being worked on as required with Strasburg Township's Act 537 Plan and because we are planning for the upgrade of Pump Station #5. He added that if the project proceeds at the same time as our pump station upgrades, the Township's portion of the work will be billed to them and it would save them a lot of money because it would not have to be bid separately.

3. ELA has been working with the Authority's and SLSA staffs for reporting a recent sewer overflow due to high rainwater. They are also working on possible solutions to eliminate future sewer overflows in the gravity sewer near the Authority's connection to SLSA's system. The Public Works Director provided information to DEP regarding the overflow but has not yet had a reply. Mr. Sweater stated that, at maximum, the overflow was in the hundreds of gallons, it was caused by the large amount of rainfall, it was very diluted and had minimal environmental impact. Mr. Sweater stated that the state normally gets involved if it is a chronic problem but is hoping that once we get all of the infiltration reduced in the system that it should reduce the potential for this to reoccur. Mr. Sweater stated that bolt-down lids could be installed on those three manholes and the Public Works Director will research to see if they can be installed by staff. The Public Works Director stated that the SLSA representative he met with agreed that the lids should be bolted down. The Authority approved the Public Works Director to bolt down the lids, if possible. Will Mullin suggested meeting with the affected property owner and showing him the sewer plans and reviewing the steps that we are taking to reduce the possibility of it recurring. Ken Johnson stated that obviously the line downstream could not handle the volume and it backed up and came out the path of least resistance, which was out our manhole.

4. Mr. Sweater attended PA DEP Compliance Monitoring Plan Training and stated that this is a new requirement and we will have to create and submit a plan to DEP by August 19, 2019. He stated that this plan is to monitor the chemistry of the treatment to ensure the water quality for end users if you change sources. Mr. Sweater started a draft plan for the Authority during the workshop and confirmed with DEP Staff that the Authority's monitoring requirement will remain the same, which is the Authority's three entry points. ELA estimates a cost of \$1,000 to \$2,500 to assist us with completing the Plan, which depends on the amount of work that our staff can do.

SEWER MAIN AND MANHOLE LINING PROJECT: Mr. Sweater stated that the progress was discussed during the PPM Update portion of the meeting.

The members stated that the contractor should still be submitting certified payrolls to the Engineer for his review and that certified payrolls will also be required for the repairs to the lines.

**CLOVER AVENUE SEWER MAIN REPLACEMENT & SUSAN AVE INTERCEPTOR
STREAM CROSSING REALIGNMENT:** Mr. Sweater reported that the projects have been completed with the exception of the final paving and estimates substantial completion to be by the end of the month, which is in compliance with the contract.

FISHER WELL SRBC DOCKET RENEWAL AND PUMP TEST: The SRBC field meeting is scheduled for April 25, 2019.

SPRINGS MONITORING PLAN & PWS PERMIT: After being reviewed by the Public Works Department, ELA submitted the Monitoring Plan to DEP on April 1, 2019 via Certified Mail. Mr. Sweater stated that we will now wait for approval and then begin amending the Public Water Supply Permit.

SIGHT & SOUND THEATERS FIRE LINE EXTENSION: Mr. Sweater stated they are currently working with Strasburg Township, Keystone Custom Homes and Sight & Sound for the Hartman Bridge Village water line to be dedicated to the Township. Harold Wiker stated that the main needs to be in a right-of-way.

PUMP STATION #5 UPGRADES: Mr. Sweater stated that the survey work has been completed and that he talked to Tom Donahue from SLSA who stated that our average daily flow to SLSA should not exceed 292 gpm (420,000 gpd) and the peak flow should not exceed 729 gpm, in accordance with the 1998 Agreement between SLSA and the Borough. Mr. Sweater stated that the Borough is permitted to send an organic limit of 360,000 gpd, which was because the City's plant was re-rated and everyone agreed to reduce the allocated flow to not fund a plant upgrade. Ray Reeder asked how the planned upgraded pump can be regulated to ensure that we do not exceed the allowable 729 gpm. Mr. Sweater stated that the pumps will have VFDs on them which will allow the speed of the pump to be adjusted and will be set to not exceed our maximum.

Mr. Sweater provided SLSA with some as-built drawings from that area to help SLSA determine what the problem may be that caused the overflow. Mr. Sweater also stated that in light of the recent overflow, ELA will keep and modify the existing 8' diameter wet well from 1975 to be utilized for overflow storage.

A motion was made by Ray Reeder, seconded by Ray Garraffa and passed unanimously to accept the Engineer's Report.

RED CABOOSE RESTAURANT – WATER AND SEWER SERVICE DISCUSSION: The Borough Manager stated that received notice that the Red Caboose would like to connect to our water and sewer lines and she discussed this with the Authority Chairman. The Chairman stated that the Red Caboose was notified that since they are located in Paradise Township, they need to go to Paradise Township and then Paradise Township needs to contact us. We have not yet heard if the Red Caboose contacted Paradise Township. He noted that Paradise Township is outside of our Urban Growth Boundary. The Borough Manager stated that she was recently contacted by an attorney representing the Red Caboose and she was advised to have the attorney contact Paradise Township and to state that Paradise Township is outside of our Urban Growth Boundary.

REVIEW OF NEW ROOF PROPOSALS FOR 1305 VILLAGE ROAD RENTAL PROPERTY: The proposals for the new roof for 1305 Village Road were reviewed.

A motion was made by Ken Johnson, seconded by Ray Reeder and passed unanimously to authorize JS Roofing to replace the roof at 1305 Village Road at a cost of \$8,700.

AUTHORIZATION TO SELL OLD AIR COMPRESSOR: A motion was made by Ken Johnson, seconded by Ray Garraffa and passed unanimously to sell the old air compressor.

TREASURER'S REPORT – FIRST QUARTER: The Borough Manager reviewed the Treasurer's Report for the period ending March 31, 2019 and stated that we are in line with the budget at this point. The Borough Manager stated that we did not have any major comments from residents regarding the sewer rate increase. She also reminded the members that the 5-year spreadsheet will be updated and reviewed closer to budget time.

A motion was made by Ray Garraffa, seconded by Ken Johnson and passed unanimously to accept and file for audit the Treasurer's Report for the period ending March 31, 2019.

PUBLIC WORKS REPORT –MARCH: The Public Works report for March 2019 was reviewed. The high sewer flows were discussed and the impacts of all of the overcuts in the sewer lines.

An article reminding customers that sump pumps are not permitted to be connected to the sewer system and the penalties may be on the front page of the next newsletter.

The Public Works Director stated that he ordered four hydrants that will be replaced this year, three on Miller Street and one on Southview Drive. He stated that valves, which cost approximately \$3,000-\$4,000 each, are needed to replace the hydrant at 125 Lancaster Avenue and some of the hydrants in Garden Spot Acres that are scheduled to be replaced in future years. The Borough Manager stated that we have budgeted \$10,000 for hydrant replacement each year.

A motion was made by Ray Reeder, seconded by Ken Johnson and passed unanimously to approve the Public Works Report for March 2019.

PAYMENT OF MONTHLY BILLS: Ken Johnson asked why supplies are purchased at Home Depot, which is farther away than Lowe's and because Lowe's offers an additional 5% discount on charged purchases. The Borough Manager stated that the Borough was denied a credit card from Lowe's a couple of years ago. It was the consensus of the board for the Borough to reapply for a Lowe's credit card.

A motion was made by Ray Garraffa, seconded by Ken Johnson and passed unanimously to approve the list of bills for the period of March 12, 2019 April 9, 2019.

MINUTES OF MARCH 21, 2019: A motion was made by Ken Johnson, seconded by Ray Reeder and passed unanimously to approve the minutes of the March 21, 2019 meeting as printed.

OTHER BUSINESS:

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

CITIZEN COMMENTS: None.

ADJOURNMENT: A motion was made by Ray Reeder, seconded by Ray Garraffa and passed unanimously, to adjourn the meeting at 10:20 a.m.

Respectfully Submitted,

Lisa M. Boyd, Borough Manager