

STRASBURG BOROUGH AUTHORITY
JANUARY 21, 2021 – 8:00 A.M.
MINUTES

Members Present: Ray Reeder
Ray Garraffa

Will Mullin (by Zoom)

Others Present:

F. Steven Echternach, Borough Manager
Andrew Prosser, ELA Group
Mark Magrecki, PennTerra Engineering
Chris Lehman

Ed Zalewski, Public Works Director
Tom Stonerook, R. A. Stonerook
John Mroz

CALL TO ORDER: Ray Reeder, acting as Chairman, called the meeting to order; followed by the salute to the flag. Ray Reeder announced that the meeting is being audiotaped and maintained until the minutes are approved.

REQUESTS TO BE HEARD: John Mroz, a resident of Strasburg Commons, stated he appreciated the work the SBA does for the community. Regarding the fire service fee rate increase he asked the SBA to consider another perspective for the residential fee. He stated he received the letter notifying the residents of the rate increase and ask that the SBA cancel the fee outright for the 64 homes affected. These systems are only in one neighborhood in the Borough, a 55 plus community, with residents on a fixed income. There are a few issues he has with the letter; a \$5-\$10 discount on insurance, increased resale value, but the systems were paid for by the homeowner; the increase storage and line size for these homes is insignificant when compared to overall utility service. The actual usage by these homes has no impact on the system. The systems are installed differently and with different meters in the homes, and that is not taken into account in the fee. The SBA has been charging the residential fire service fee for seven years while commercial properties were ignored, which would represents a very large reserve capacity. John compared data from surrounding utilities such as Lancaster City, which charges \$8.43/qtr. for a 1inch service and \$110.25 for a 4” service. On an ABC news story PA American Water stated that they will not impose a stand by charge on owners of residential structures because they are equipped with a fire service line. At a rate of \$22.05/qtr., \$5644.80 would be generated against income of around \$700,000.00. This is less than 1% of the income but to the consumer it is approximately 15% of their water bill. The fee seems out of line for the customers. I ask the Authority to reduce this fee to zero for the residential customers or consider a zero fee for homes that qualify for the homestead exemption on taxes. If SBA is not aggregable to that I would ask that the fee be lowered to lessen the impact on a small subset of senior citizens in the community.

Chris Lehman, a resident of Strasburg Commons, stated the way his system is set up, if he has a fire in his house the water would be metered and he would be charged for it. Also the homeowner, what if he shuts that valve off that goes to the fire suppression system, can he say he no longer needs it and he wouldn't have to pay the bill. If so he will shut his off. It is a matter of principle; this is an increase to people who are on fixed incomes and he doesn't see the justification for it.

Ray Reeder stated SBA would like to reply/reconsider this issue but two SBA members are not in attendance. The comments will be considered and addressed at the February SBA meeting.

Andrew Prosser added that the issue when comparing SBA with other utilities is the customer base. There are only a total of 68 customers with private connections in the Borough. With such a small

connection base it is inherently disproportional from a paying stand point. We used equivalent connection units to normalize the study. AWWA standards and design manual were used in the fire service fee study. Areas like Lancaster City have a much bigger customer base to distribute the costs to.

A motion was made by Will Mullin, seconded by Ray Garraffa, and passed unanimously to table this discussion until the next SBA meeting.

MINUTES OF DECEMBER 17, 2020: The approval of the December 17, 2020 minutes was tabled until the next SBA meeting since a quorum from the meeting was not present.

REPORTS:

Manager: The monthly Borough Manager's report was reviewed. Steve Echternach also notified the SBA that both tenants at 1305 Village Road rental property have now passed away. The January and February rents have not been paid because the daughter is still in the process of setting up the estate account.

Engineer: The monthly Engineer's Report dated January 21, 2021 was reviewed with mention of the following items:

General Projects: ELA reviewed a proposed stormwater facility that was at 18 Mt. Pleasant Road in Strasburg Township that conflicted directly with the existing water main. ELA strongly recommended that the facility not be constructed in the proposed location for maintenance reasons. Steve Echternach stated the resident is reconsidering the location and that the Borough will keep an eye on the project.

Fisher Well Allocation Justification: A formal application document will be provided to SBA at the next meeting for review.

Springs Monitoring: At the next SBA meeting data logging will be discussed.

East Main & South Decatur Street Waterline Replacement: Surveying is underway and ELA anticipates designs in late January/early February. UGI may be interested in coordinating with this project to install gas line on East Main Street.

Public Works: The monthly Public Works report was reviewed.

Delinquent W/S: Steve Echternach stated that properties were posted earlier this week for shut off. As of this morning there will only be one out of the eleven scheduled for shutoff. Of the roughly \$8,000.00 delinquent amounts due, we have collected \$2,300.00 this week and the most of the remaining amounts due are on payment plans except for the one who has not contacted us yet.

CONSENT AGENDA: A motion was made by Ray Garraffa, seconded by Will Mullin and passed unanimously to approve the following items on the Consent Agenda with a note that Ray Reeder has reviewed the checks for November and December of 2020.

Payment of Bills dated 12/15 & 12/30/2020, 01/06 & 01/12/2021.

UNFINISHED BUSINESS:

Commercial/Industrial Wastewater Discharge Letter: The letter approved at the previous meeting has been revised with ELA's assistance to better clarify/simplify the letter for the recipients.

A motion was made by Ray Garraffa, seconded by Will Mullin and passed unanimously to approve the revised Commercial/Industrial Wastewater Letter to be mailed at the beginning of each calendar year.

Inactive W/S Balances: A motion was made by Ray Garraffa, seconded by Will Mullin, and approved unanimously to write off the remaining two inactive account balances that were due to settlement errors totaling \$338.92.

Pump Station #5, Wexcon Payment Application & Time Extension: A motion was made by Ray Garraffa, seconded by Will Mullin and passed unanimously to approve Wexcon's second payment application for Pump Station #5 and make payment in the amount of \$112,086.00, and the request for a time extension. Will Mullin noted that due to past experiences he would like to make sure that they are really doing the work that is being paid for and in a timely manner. Andrew Prosser verified that they are; the delays are related to materials ordered by SBA not being delivered on time.

Pump Station #5, Hirneisen Payment Application & Time Extension: A motion was made by Ray Garraffa, seconded by Will Mullin and passed unanimously to approve the Hirneisen's first payment application for Pump Station #5 and make payment in the amount of \$17,307.00 for certified payroll, and the request for a time extension.

NEW BUSINESS:

Water Shed/Woodland Evaluation: The Borough Manager stated that in the 2021 budget one of the items in the queue is that every ten years we have the water shed/woodland evaluated for forestry. Gerber Forestry Service has done it previously for SBA and has had a good relationship with him. He has identified a problem with some oak trees and recommends getting the dead timber out, and now is a good time of year to mark everything.

On a motion made by Ray Garraffa, seconded by Will Mullin, and passed unanimously to adopt the Gerber Forestry Service proposal.

R. A. Stonerook Strasburg, LLC: Mark Magrecki from PennTerra Engineering presented the R. A. Stonerook Strasburg, LLC building plan for water and sewer. This will be a 15,000 square foot medical clinic on Historic Drive. They have resubmitted to the Borough for land development and are on the Planning Commission's February agenda and plan to come back to the Authority once they have some more direction. They are here to address the extension of the sanitary sewer line across the frontage of the property to the adjacent township property. They are not opposed to providing an easement for that extension but are looking to not actually install the 600 ft. extension. Steve Echternach stated the Historic Drive bypass is a limited access roadway. Penn Dot will never allow, from 896 at North Decatur to 741, any additional inlet or outlet access to this roadway. The township property could only be accessed by North Star Road, Fairview Road, or through the R. A. Stonerook property. The Planning Commission felt there was not a significant benefit to extending the sewer line since it will lie as a dormant line. Mark will be resubmitting their plans to Andrew Prosser and wanted to address this issue. Andrew Prosser stated that ELA's reason for providing that comment was because during the Rutter's development process there was discussion of whether or not to make Rutter's extend the sewer across the entirety of their property. This development is substantially benefitting from SBA making Rutter's extend their sewer line. In addition, we can suppose what is going to happen on these parcels, but things

change. That was why ELA made the recommendation to extend the sewer. He understands if the Authority does not want to require the extension at this time. SBA should have an easement provided and an agreement between the SBA and the property owner if the adjacent parcel does get developed. At that point they would be responsible for extending the sewer. Mark Magrecki pointed out that the Rutter's property was bought from Mr. Smoker. Mr. Smoker was the one that required the sewer line to be installed across the frontage of the property because he owned the adjoining property and knew that it would be developed at some point. They are looking for SBA's affirmation that the sewer line would not need extended across the property frontage, with the Chair and Vice-Chair not in attendance they can continue with the plans showing the easement and will return to SBA next month after they have met with the Planning Commission and Council.

OTHER BUSINESS:

CITIZEN COMMENTS: None

ADJOURNMENT: A motion was made by Ray Garraffa, seconded by Will Mullin, and passed unanimously to adjourn the meeting.

Respectfully Submitted,

F. Steven Echternach, Borough Manager

STRASBURG BOROUGH AUTHORITY
FEBRUARY 25, 2021 – 8:00 A.M.
MINUTES

Members Present: Ray Reeder
Ray Garraffa

Will Mullin
Ken Johnson

Others Present:

F. Steven Echternach, Borough Manager
Andrew Prosser, ELA Group
John Mroz

Ed Zalewski, Public Works Director
Doyle Heisey, Sight & Sound Theaters
Chris Lehman

Call to Order: Ken Johnson, acting as Chairman, called the meeting to order; followed by the salute to the flag. He announced that the meeting is being audiotaped and maintained until the minutes are approved.

Request to be Heard: Doyle Heisey, representing Sight & Sound Theaters, stated he would like to discuss the fire service fee. He shared some dialogue he had with Lisa Boyd in 2018 and a system information sheet. What was presented to him by Lisa Boyd was that there would be a quarterly fee of \$33 and it was a surprise to them when they found out it would be a much higher fee for the service. The only time they will be using that line will be to do the flush test in the spring, and if they ever had a fire the system would tap into their 150,000 gallon tank first. He would ask SBA to keep Sight & Sound in mind while reviewing the fees, and what they had been told initially by Lisa Boyd.

Minutes of December 17, 2020 & January 21, 2021: A motion was made by Ray Garraffa, seconded by Ray Reeder, and passed to approve the meeting minutes as printed of December 17, 2020, with Will Mullin abstaining & January 21, 2021, with Ken Johnson abstaining.

Reports:

Manager: The monthly Borough Manager's report was reviewed.

Engineer: The monthly Engineer's Report dated February 25, 2021 was reviewed with mention of the following items:

General Projects: ELA has provided SBA with a GIS Viewer account and maps of the water, sewer and zoning for staff to utilize over the next year, at no cost to SBA.

Mersky Tract: ELA is reviewing a Rettew comment related to encasement of sewer laterals when crossing waterlines. Rettew is to submit cross sections for ELA review.

Pump Station #5: A first attempt at startup occurred on February 5, 2021, however, at that time OmniSite was not set up so alarms could not be tested and a second startup was required. The second startup occurred on February 18, 2021 and was successful.

East Main & South Decatur Street Waterline Replacement: Surveying is complete. ELA is coordinating with UGI, SBA and Verizon. ELA is hoping to submit plans to PennDOT in early March for HOP review. PennDOT approval is needed before the construction phase can begin.

R. A. Stonerook, LLC – Medical Clinic: ELA has received a resubmission of the water and sewer from the developer's engineer and is working with them to resolve concerns.

Public Works: The monthly Public Works report was reviewed.

Delinquent W/S: The monthly delinquent water and sewer report was reviewed.

Consent Agenda: A motion was made by Ray Garraffa, seconded by Ray Reeder and passed unanimously to approve the following items on the Consent Agenda, with a note that Ray Reeder has reviewed the checks for January 2021.

Payment of Bills dated 1/19, 1/20, 1/28, 2/3, & 2/9/2021

Pump Station #5, Wexcon Change Order No. 3

Pump Station # 5, Hirneisen Change Order No. 2

UNFINISHED BUSINESS:

Fisher Well Allocation Justification: Andrew Prosser stated that he has talked to Steve Read about the report and he thinks that the 191,000 gpd is justified. Andrew Prosser thinks that ELA or Steve Read should reach out to SRBC before sending the application to let them know that it is coming. Steve Echternach stated that he did talk with Harold Wiker about the numbers, and Harold was satisfied with the 191,000 gpd. ELA recommends SRBC delay their decision until SBA has data from the Springs Monitoring Project.

A motion was made by Ray Reeder, seconded by Ray Garraffa, and passed unanimously to approve the Fisher Well Allocation Justification prepared by ELA and allow them to submit to SRBC on SBA's behalf.

Fire Service Fee: The Borough Manager asked for discussion on this matter so that he may present SBA with a proposal at the March meeting. Will Mullin asked for a general background review of the topic. Andrew Prosser explained that ELA prepared a new fire service fee study because the prior fee study, prepared by HRG for SBA, was not adequate. ELA completed and provided the new study based on updated information. Steve Echternach then explained that after the fees were set at the December SBA meeting there was additional data that was researched and it was decided that the numbers presented in December were not accurate. He recommends that just because the Authority can charge it and justify it, doesn't mean you have to charge the full amount. SBA can do this a way that can be beneficial to all parties involved. Andrew Prosser stated that the fire service fee study included the percentage of the capital cost of the storage tank and distributed that cost among the fire service customer accounts. Ray Garraffa asked if we looked at what other local municipalities are charging. Ray Reeder questioned whether this fee is covered under the water tapping fee, and if there is a justification for a "stand-by" fee to be charged at all. John Mroz pointed out that not all the houses in Strasburg Commons are installed the same. If he has a fire at his house the water would not run through the meter and he would not be charged for it. If Chris Lehman had a fire, the way his system was installed, the water would go through the meter and he would be charged for it. Will Mullin stated if he had a fire at his house the water would come from the hydrant across the street and he wouldn't pay for any of it. Steve Echternach stated that PUC did review ELA's report and they said the Fire Service Fee Study was appropriately done. SBA asked ELA to do this study to justify the Fire Service Fee, but SBA now needs to decide if it is right to charge the fee and if so how much to charge. A proposal for amended fire service fees will be brought to the March meeting.

A motion was made by Ray Garraffa, seconded by Ray Reeder, and passed unanimously to table the Fire Service Fee discussion until the next SBA meeting.

NEW BUSINESS:

Resolution No. 2021-1, Procedure for Sending Utility Invoices to Property Owners: Steve Echternach stated this is to amend Resolution 2016-1, which only addressed residential customers, and did not include commercial properties. The Resolution was reviewed by Bill Cassidy and rewritten in-house to create a uniform billing process for all customer accounts.

A motion was made by Ray Reeder, seconded by Ray Garraffa, and passed unanimously to adopt Resolution 2021-1, Procedure for Sending Utility Invoices to Property Owners.

1305 Village Road Rental Property: A motion was made by Ray Reeder, seconded by Ray Garraffa, and passed unanimously to approve the purchase of the refrigerator, washer, and dryer at the Authorities 1305 Village Road Rental Property for \$500.00, from the rent owed.

Springs Monitoring Quotes: Steve Echternach recommended moving forward with the project as the items may be purchased through the COSTARS list and do not need to be bid. He had a conference call with ELA and L/B Water, the only outlier is how the system will report the data. The L/B Water quote is for items and SBA will be doing the installation in-house. Andrew Prosser stated that ELA has plans for the install. Ken Johnson recommended adding what COSTARS Contract it is to the quotes.

A motion was made by Ray Garraffa, seconded by Ray Reeder, and passed unanimously to accept the L/B Water quote for the Springs Monitoring Project, with staff making the final determination on data transfer based on testing with the vendor.

OTHER BUSINESS:

Pump Station #5 Startup Additional Costs: The two startups and assistance with OmniSite were not anticipated or included in ELA's project contract with SBA. The additional services total \$1,080.00.

A motion was made by Will Mullin, seconded by Ray Reeder, and approved unanimously to pay \$1,080.00 to ELA for additional services not included in the original Pump Station #5 contract.

Steve Echternach noted that he will be meeting with L/B Water today at 1:00 p.m. for information on their radio read meter system. Also, he has been in discussion with UGI about the East Main and South Decatur Street Project and possibly coordinating with them for potential cost sharing of restorations.

Will Mullin wanted to make the Authority aware that he will be starting a new job and may have some time availability issues in the future and may be leaving the Authority.

CITIZEN COMMENTS: None

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

Respectfully Submitted,

F. Steven Echternach, Borough Manager

STRASBURG BOROUGH AUTHORITY
March 18, 2021 – 8:00 A.M.
MINUTES

Members Present: Ken Johnson
Ray Garraffa

Ray Reeder

Others Present:

F. Steven Echternach, Borough Manager
Andrew Prosser, ELA Group

Ed Zalewski, Public Works Director
John Mroz

Call to Order: Ken Johnson, acting as Chairman, called the meeting to order; followed by the salute to the flag and a moment of silence in honor of Harold Wiker. He announced that the meeting is being audiotaped and maintained until the minutes are approved.

Request to be Heard: None

Minutes of February 25, 2021: A motion was made by Ray Garraffa, seconded by Ray Reeder, and passed unanimously to approve the meeting minutes of February 25, 2021 as printed.

Reports:

Manager: The monthly Borough Manager's report was reviewed with mention of the following items:

Auditors: The auditors will be here next month to make a presentation.

Newsletter: The Borough will be doing a digital newsletter twice a year going forward. The CCR will be posted digitally, posted on our bulletin board and paper copies available in the office vestibule.

Annual Banquet: The Authorities thoughts are to book Fireside for the banquet and if need be adjust/cancel plans closer to the date.

Chapter 94 Report: The report has been revised from last year, completed and submitted.

Engineer: The monthly Engineer's Report dated March 18, 2021 was reviewed with mention of the following items:

Fisher Well Allocation: ELA has updated the SRBC application and submitted it before the April 23, 2021 deadline.

Mersky Tract: ELA is anticipating project submittals to be provided in the next few weeks.

Springs Monitoring Plan & PWS Permit: ELA has provided final draft plans for construction/installation. SBA has ordered the manholes/flume boxes. A cellular survey was completed on March 11, 2021 with positive results. Another test will be scheduled in April once there is foliage.

Sight & Sound Theaters: Awaiting acceptable as-builts.

Pump Station #5: Wexcon and Hirneisen are at substantial completion and only have minor issues to address. Issues with OmniSite and flow meters have been corrected so that they match flows and function properly.

East Main & South Decatur Street Waterline Replacement: ELA is updating plans for submission to SBA for final review. SBA should consider bidding each street separately in case cost is higher than anticipated. There have been talks with UGI; they may be interested in the cost sharing of restorations but would not be ready to start the project before next year.

R. A. Stonerook, Medical Clinic: ELA and the Developer have resolved concerns with the future sewer extension and are awaiting revised plans from the developer.

Public Works: The monthly Public Works report was reviewed.

Delinquent W/S: The monthly delinquent water and sewer report was reviewed.

Consent Agenda: A motion was made by Ray Garraffa, seconded by Ray Reeder and passed unanimously to approve the following items on the Consent Agenda, with a note that Ray Reeder has reviewed the checks for February 2021.

Payment of Bills dated 2/19, 2/24, 2/25, 3/4, & 3/9/21

Unfinished Business:

Fire Service Fee: The Borough Manager stated what was determined by the study was that SBA could charge a much higher fee, but that doesn't necessarily make it right. What is being proposed is a flat rate for residential and commercial fire service to keep the fee simple, and still provide for the ongoing storage and maintenance requirement costs related to the fire service.

A motion was made by Ray Garraffa, seconded by Ray Reeder, and passed unanimously to adopt Resolution 2021-2 with two grammatical corrections, amending Resolution No. 2020-8, to set fire service fees at \$8.00 per quarter for residential properties and \$200.00 per quarter for commercial properties.

New Business:

Meadows of Strasburg Agreement: A motion was made by Ray Garraffa, seconded by Ray Reeder, and passed unanimously to adopt the water and sewer agreements and accept the proposed Subdivision and Land Development Bond as presented for the Meadows of Strasburg.

Pump Station #5 Canopy: A motion was made by Ray Garraffa, seconded by Ray Reeder, and passed unanimously to accept the proposal from Zimmerman Industrial for the Pump Station #5 canopy at a cost of \$4,998.40, and schedule installation.

SBA Vacancies Discussion: The Borough Manager presented two letters of interest, one from John Mroz and one from Michael Wolegemuth. He will take SBA's recommendation back to Borough Council for approval. SBA will wait to reorganize until Borough Council appoints the new members to the committee.

A motion was made by Ray Reeder, seconded by Ray Garraffa, and passed unanimously to recommend to Borough Council the appointment of John Mroz and Michael Wolgemuth and to accept the resignation of Will Mullin.

Other Business: None

Citizen Comment: None

Adjournment: A motion was made by Ray Reeder, seconded by Ray Garraffa, and passed unanimously to adjourn the meeting.

Respectfully Submitted,

Steven Echternach, Borough Manager

STRASBURG BOROUGH AUTHORITY
April 15, 2021 – 8:00 A.M.
MINUTES

Members Present: Ken Johnson Ray Reeder
Ray Garraffa John Mroz
Michael Wolgemuth

Others Present:
F. Steven Echternach, Borough Manager Mark Zettlemoyer, RKL (via Zoom)
Andrew Prosser, ELA Group Samantha Claar, RKL (via Zoom)
Ed Zalewski, Public Works Director

Call to Order: Ken Johnson, acting as Chairman, called the meeting to order; followed by the salute to the flag. He announced that the meeting is being audiotaped and maintained until the minutes are approved.

Request to be Heard:

RKL Audit Presentation: Mark Zettlemoyer and Samantha Claar with RKL presented and reviewed the Audit Report for the year ended December 31, 2020.

Board Reorganization:

CHAIRMAN – A motion was made by Ray Garraffa, seconded by John Mroz and passed unanimously to appoint Ken Johnson as Chairman.

VICE CHAIRMAN - A motion was made by John Mroz, seconded by Michael Wolgemuth and passed unanimously to appoint Ray Garraffa as the Vice-Chairman.

SECRETARY/TREASURER – A motion was made by Ray Garraffa, seconded by John Mroz and passed unanimously to reappoint Ray Reeder as the Secretary/Treasurer.

Minutes of March 18, 2021: A motion was made by Ray Garraffa, seconded by Ray Reeder, and passed unanimously to approve the meeting minutes of March 18, 2021 with one name correction.

Reports:

Manager: The monthly Borough Manager's report was reviewed.

CCR: The Annual CCR was reviewed, with note of one violation that was due to an error with the testing facility. The report has been posted for residents to view.

Engineer: The monthly Engineer's Report dated April 15, 2021 was reviewed with mention of the following items:

Fisher Well Allocation: The SRBC application has been submitted. SBA will need to notify all

landowners within a certain radius of the well that the application is being made, submit a metering plan and groundwater monitoring plan within a month of the application submission.

Mersky Tract: The Prospect Road waterline extension is expected to begin on April 19th.

Sight & Sound Theaters: As-builts have been reviewed and approved.

Pump Station #5: Wexcon and Hirneisen have provided final payment applications. ELA recommends that final acceptance be provided to each contractor.

R. A. Stonerook, Medical Clinic: ELA should be receiving revised plans next week.

Public Works: The monthly Public Works report was reviewed.

W/S Billing: The monthly Water/Sewer Billing Report was reviewed.

Treasurer: The Quarterly Treasurer Report was reviewed.

Consent Agenda: A motion was made by Ray Garraffa, seconded by John Mroz and passed unanimously to approve the following items on the Consent Agenda, with a note that Ray Reeder has reviewed the checks for March 2021.

Payment of Bills dated 3/16, 3/18, 3/23, 3/30, & 4/06/2021

Unfinished Business:

Hirneisen Payment Application No. 2: A motion was made by Ray Reeder, seconded by Ray Garraffa and passed unanimously to approve Hirneisen Payment Application No. 2, and issue a payment of \$20,709.00.

Wexcon Payment Applications: A motion was made by Ray Garraffa, seconded by Ray Reeder and passed unanimously to approve the Wexcon payment applications, contingent on them submitting required documents/certifications.

New Business:

Rental Property: The 1305 Village Road SBA rental property has been rented to new tenants, who are having painting done. The final payment from the previous tenant's daughter has not been received.

Irrigation Policy: The Borough Manager will check into the status of a SBA Irrigation Policy.

Other Business:

East Main/South Decatur Water Main Discussion: The Borough Manager suggested to SBA that the East Main/South Decatur Street Water Main Project be postponed. Due to the fact that it is late in the construction season to be putting out for bids and because of material shortages/receiving delays that could affect the project.

The project goals such as; 12 inch vs. 8 inch line, fire hydrant replacements, service replacements, etc. should be discussed and decided before a bid packet is assembled. The Borough Manager suggested putting the project out to bid in November/December 2021 for construction to begin in spring of 2022.

SBA was in agreeance with the suggestion and will discuss the project at future meetings.

Meadows at Strasburg (Mersky Tract): The Borough Manager stated that construction will begin soon and that the Public Works Department will be doing daily inspections at the site. ELA will also be doing inspections throughout the project.

Abel Construction contacted ELA about using a different sewer pipe manufacturer than listed in our specs. They would like to use National Pipe and Plastics Inc. instead of North American Pipe Corporation. Andrew Prosser stated the products are comparable and meet the same standards. There should be no obvious issues with the company change.

Citizen Comment: None

Adjournment: A motion was made by Ray Reeder, seconded by Ray Garraffa, and passed unanimously to adjourn the meeting.

Respectfully Submitted,

Steven Echternach, Borough Manager

STRASBURG BOROUGH AUTHORITY
May 20, 2021 – 8:00 A.M.
MINUTES

Members Present: Ken Johnson Ray Reeder
Ray Garraffa John Mroz
Michael Wolgemuth

Others Present:
F. Steven Echternach, Borough Manager Ed Zalewski, Public Works Director
Andrew Prosser, ELA Group Dan Gerber, Gerber Forestry

Call to Order: Ken Johnson, Chairman, called the meeting to order; followed by the salute to the flag. He announced that the meeting is being audiotaped and maintained until the minutes are approved.

Watershed Timbering Bids: Ken Johnson opened the bids and Ray Garraffa read the bids aloud as follows:

Stoltzfus Forest Projects	Peach Bottom, PA	\$540,200.00
Beiler's Sawmill, LLC	Quarryville, PA	\$720,100.00
White Oak Sawmill	Strasburg, PA	\$535,040.00
Black Country Forestry, LLC	Leola, PA	\$341,072.00
Lapp Lumber Co.	Paradise, PA	\$583,705.00

Dan Gerber stated he has worked with Beiler's in the past and had no problems. He can't stress enough how perfect the timing of this bid was.

A motion was made by Ray Garraffa, seconded by Ray Reeder and passed unanimously to award the timber bid to the highest bidder, Beiler's Sawmill, LLC, for a bid of \$720,100.

Request to be Heard: None

Minutes of April 15, 2021: A motion was made by Ray Garraffa, seconded by John Mroz, and passed unanimously to approve the minutes of the April 15, 2021 meeting as printed.

Reports:

Manager: The monthly Borough Manager's report was reviewed.

Engineer: The monthly Engineer's Report dated May 20, 2021 was reviewed with mention of the following items:

Fisher Well Allocation: Plans are submitted to SRBC. Notices will be mailed to residents within a half mile radius of the well and to other agencies by SBA staff.

Meadows of Strasburg: The Prospect Road waterline extension is now scheduled to start on May 24. Receiving materials has been an issue.

Springs Monitoring: The second cell survey was completed and easily passed. Materials have been ordered.

Pump Station #5: Flow issues have been resolved and SLSA has been given "read only" access to OmniSite.

R. A. Stonerook, Medical Clinic: ELA gave approval for the water/sewer plans.

Public Works: The monthly Public Works report was reviewed.

W/S Billing: The monthly Water/Sewer Billing Report was reviewed.

Consent Agenda: A motion was made by Ray Garraffa, seconded by Ray Reeder and passed unanimously to approve the following items on the Consent Agenda, with a note that Ray Reeder has reviewed the checks for April 2021.

Payment of Bills dated 4/13, 4/15, 4/21, 4/27, 4/29, 5/6, & 5/11/2021

Unfinished Business:

Hirneisen Payment Application No. 3: A motion was made by Ray Reeder, seconded by John Mroz and passed unanimously to approve Hirneisen Payment Application No. 3, and issue a payment of \$4,724.00.

East Main/South Decatur Water Main Discussion: The Borough Manager stated that the borough is looking into options for including stormwater with this project. This could include creating a stormwater authority or adding stormwater to this authority. Further information will be provided once more research is done.

Twelve inch verses eight inch water line was discussed. 12 inch line makes sense up to Shenk Avenue, which is where the line cuts down to Strasburg Commons. Beyond Shenk Avenue there is no need for a twelve inch line and an eight inch line would be sufficient.

New Business:

Sewer Leak I&I Issue, Trails: A motion was made by Michael Wolgemuth, seconded by Ray Garraffa and passed unanimously to authorize the manager to enter into an agreement with Mr. Rehab in the amount of \$3,800.00 to make the repairs.

Irrigation Policy: The Borough Manager inquired about SBA's intentions with regards to an irrigation policy. It could be seen as encouraging the use of water when SBA should be promoting conservation of our water. There isn't much demand for irrigation meters; only two irrigation meters have been installed in the borough at this point. Andrew Prosser suggested setting the bar high enough to limit the desire for an irrigation meter, possibly by having the consumer add a sewage meter instead of an irrigation meter. SBA staff will provide a draft policy for the next meeting.

Other Business:

Hartman Bridge Village Change – The engineer on record for this project is ELA. This was prior to being hired as SBA's engineer. At the time Bill Cassidy was aware of this and didn't see it as a problem. Hartman Bridge Village is proposing changes to their project due to not having enough commercial interest. They would like to change the number of residential units from 113 to 200. Sewer capacity is separate and through Hershey Farms. However, the water capacity is through SBA. The capacity has been paid for, but they may need to ask for more capacity because of the project change. If the developer wants to argue a different capacity, then ELA may be in an awkward position. ELA would rather have another engineer, like Dan Hershey, do the water capacity portion so there is no

conflict. Andrew Prosser will get more information and consult with the Borough Manager and Solicitor on the topic.

1533 Village Road – This project is in the urban growth boundary so SBA is required to provide service. This project has gained traction in Strasburg Township and they are planning to submit Preliminary/Final plans at the June Strasburg Township meeting.

Line of Credit – The ENB line of credit on the 1305 Village Road property was discussed. It was put in place because budget numbers were tight at one point and was for use in case of emergencies. SBA authorized the Borough Manager to have a discussion with ENB about the fee and talk to Len Ferber about possible change in status when tenants change.

Sewer System: OmniSite, the software also used by SLSA, is now being used on Pump Station #5. The consumers in West Lampeter Township pay a flat fee sewer, which is less than Borough consumers, and it is the same system, but SLSA owns their system. SBA could consider giving the sewer system to SLSA if they take over the sewer debt. Consumer rates could potentially go down and SBA wouldn't have the maintenance of the system. SBA would like the borough manager to explore the option.

The borough manager noted that the next two meetings he will not be in physical attendance, but may come in by Zoom. There is potential for one of the meetings to be canceled.

Citizen Comment: None

Adjournment: A motion was made by Ray Garraffa, seconded by John Mroz, and passed unanimously to adjourn the meeting.

Respectfully Submitted,

Steven Echternach, Borough Manager

June 17, 2021 – Meeting Canceled

STRASBURG BOROUGH AUTHORITY
July 15, 2021 – 8:00 A.M.
MINUTES

Members Present: Ken Johnson Ray Reeder
John Mroz

Others Present: Steven Echternach, By Zoom Ed Zalewski, Public Works Director
Andrew Prosser, ELA Group Nick Ferretti

Call to Order: Ken Johnson, Chairman, called the meeting to order; followed by the salute to the flag. He announced that the meeting is being audiotaped and maintained until the minutes are approved.

Request to be Heard: None

Minutes of May 20, 2021: A motion was made by John Mroz, seconded by Ray Reeder, and passed unanimously to approve the minutes of the May 20, 2021 meeting as printed.

Reports:

Manager: The monthly Borough Manager's report was reviewed with an added note that ENB will waive the line of credit fee for the Authority account.

Engineer: The monthly Engineer's Report dated July 15, 2021 was reviewed with mention of the following items:

Meadows of Strasburg: Project will be ready for a pressure test early next week. They have run into some rock that is 3 feet deep, another crew will be coming in to handle that issue.

Springs Monitoring: Public Works has everything installed. We are waiting on equipment from L/B Water for the flow meter on the flumes.

Public Works: The monthly Public Works report was reviewed. The recent lightning strike at the Reservoir was discussed. Public Works is reading manually in the pit until the parts can be replaced or repaired. This incident will be reported to insurance.

W/S Billing: The monthly Water/Sewer Billing Report was reviewed.

Consent Agenda: A motion was made by Ray Reeder, seconded by John Mroz, and passed unanimously to approve the following items on the Consent Agenda, with a note that Ray Reeder has reviewed the checks for May and June 2021.

Payment of Bills dated 5/18, 5/20, 5/25, 6/1, 6/8, 6/9, 6/25, 6/30, 7/7/2021

Unfinished Business:

Irrigation Policy: A draft policy that was prepared by staff was discussed. More information will be collected and this item was tabled for a future meeting when all members are in attendance.

New Business:

Lancaster County Conservation District Letter: A copy of a letter to Dan Gerber from Lancaster County Conservation District was received just prior to the meeting. They have reviewed the Erosion and Sediment Pollution Control Plan for the timbering project and if fully implemented believe it should be adequate to meet the rules and regulations. Periodic inspections may take place during the timber harvesting project.

Other Business: None

Citizen Comment: None

Executive Session:

At 8:47 a.m., Chairman Ken Johnson stated that the regular meeting was being adjourned into an Executive Session to discuss SBA real estate.

The regular meeting was reconvened at 9:17 a.m. at which time Chairman Ken Johnson stated that no official action was taken.

Adjournment: A motion was made by John Mroz, seconded by Ray Reeder, and passed unanimously to adjourn the meeting.

Respectfully Submitted,

Steven Echternach, Borough Manager

STRASBURG BOROUGH AUTHORITY
August 19, 2021 – 8:00 A.M.
MINUTES

Members Present: Ken Johnson Ray Reeder
Ray Garraffa John Mroz (by Zoom)
Michael Wolgemuth (by Zoom)

Others Present: Steven Echternach, Borough Manager
Ed Zalewski, Public Works Director
Tom Devenney, ELA Group

Call to Order: Ken Johnson, Chairman, called the meeting to order; followed by the salute to the flag. He announced that the meeting is being audiotaped and maintained until the minutes are approved.

Request to be Heard: None

Minutes of July 15, 2021: A motion was made by Ray Reeder, seconded by John Mroz, and passed unanimously, with Ray Garraffa abstaining, to approve the minutes of the July 15, 2021 meeting as printed.

Reports:

Manager: The monthly Borough Manager's Report was reviewed with mention of the following items;

SRBC Fisher Well Application: Still pending with SRBC.

SRBC Project Grant: SBA will be awarded grant monies for the Springs Monitoring project.

Act 65: A copy of Act 65 was supplied, which has new requirements regarding meeting agendas and action that may be taken at meetings. Agendas will now have to be more detailed.

Engineer: The monthly Engineer's Report dated August 19, 2021 was reviewed with mention of the following items;

Meadows of Strasburg: The waterline on Prospect Road is under construction.

Springs Monitoring: The equipment has been installed, and certification sent to PA DEP.

1533 Village Road: ELA reviewed updated plans for this project and had minimal comments.

Public Works: The monthly Public Works Report was reviewed.

W/S Billing: The monthly Water/Sewer Billing Report was reviewed.

Treasurer: The quarterly Treasurer's Report was reviewed.

Consent Agenda: A motion was made by Ray Garraffa, seconded by John Mroz, and passed unanimously to approve the following items on the Consent Agenda, with a note that Ray Reeder has reviewed the checks for July 2021.

Payment of Bills dated 7/23, 7/30, & 8/03/2021
2022 Budget Calendar

Unfinished Business:

Irrigation Policy: A motion was made by John Mroz, seconded by Ray Garraffa, and passed unanimously to adopt the Irrigation/Subtraction Meter Policy as it is currently written.

New Business:

Water/Sewer Capacity – 1533 Village Road, Strasburg Township: A motion was made by Ray Garraffa, seconded by Michael Wolgemuth, and passed unanimously to conditionally approve the water/sewer capacity request from Ridgewall, LLC for the 1533 Village Road, Strasburg Township development, conditional upon receiving the signed agreement and the fees being paid.

Other Business:

Pump Station #3: The Borough Manager stated there are mechanical concerns at the bottom of Pump Station #3's wet well. The Public Works Department will get an estimate for the repairs that are needed since they cannot be completed in-house. Repairs are expected to be less than \$5,000.00, if they will be more than that amount this item will be brought back to SBA for approval.

Citizen Comment: None

Executive Session:

At 8:37 a.m. Chairman Ken Johnson stated that the regular meeting was being adjourned into an Executive Session to discuss SBA real estate.

The regular meeting was reconvened at 9:23 a.m. at which time Chairman Ken Johnson stated that no official action was taken.

Adjournment: A motion was made by John Mroz, seconded by Ray Reeder, and passed unanimously to adjourn the meeting.

Respectfully Submitted,

Steven Echternach, Borough Manager

STRASBURG BOROUGH AUTHORITY
September 16, 2021 – 8:00 A.M.
MINUTES

Members Present: Ken Johnson Ray Reeder
Ray Garraffa John Mroz
Michael Wolgemuth

Others Present: Steven Echternach, Borough Manager
Ed Zalewski, Public Works Director
Andrew Prosser, ELA Group

Call to Order: Ken Johnson, Chairman, called the meeting to order; followed by the salute to the flag. He announced that the meeting is being audiotaped and maintained until the minutes are approved.

Request to be Heard: None

Minutes of August 19, 2021: A motion was made by Ray Garraffa, seconded by Ray Reeder, and passed unanimously, to approve the minutes of the August 19, 2021 meeting as printed.

Reports:

Manager: The monthly Borough Manager's Report was reviewed with mention of the following items;

SRBC Grant – The grant was approved for \$4,500.00 for the Spring Monitoring Project, but we have not received the funds yet.

Engineer: The monthly Engineer's Report dated September 16, 2021 was reviewed with mention of the following items;

Meadows of Strasburg: The first thousand feet of waterline passed pressure and bacteria testing, the second thousand feet passed pressure testing but is waiting on bacteria testing results.

Springs Monitoring: Data is being recorded, but there are some communications issues that are being worked out.

1533 Village Road: ELA reviewed revised plans for this project and provided final comments.

Public Works: The monthly Public Works Report was reviewed with mention of the following item;

Storm Ida – The Borough Manager noted that during the storm the Pump Station #5 manhole was unbolted because it is the blow off for the pump station. If it is bolted the overflow will come out into the wet well. It will remain unbolted. He also thanked the Authority for the purchase of the canopy for Pump Station #5. During the storm Pump Station #2 was almost under water.

W/S Billing: The monthly Water/Sewer Billing Report was reviewed.

Consent Agenda: A motion was made by Ray Garraffa, seconded by John Mroz, and passed unanimously to approve the following items on the Consent Agenda, with a note that Ray Reeder has reviewed the checks for August 2021.

Payment of Bills dated 8/18, 8/19, 8/24, 9/1, & 9/7/2021

Unfinished Business:

Hartman Bridge Village – A motion was made by John Mroz, seconded by Ray Reeder, and passed unanimously to approve Hartman Bridge Village’s request for an extension of the Water Capacity Reservation Agreement through May 1, 2022, contingent upon receiving the fees.

New Business: None

Other Business:

Slaymaker Proposal – A motion was made by Ray Garraffa, seconded by John Mroz, and passed unanimously to accept the Slaymaker Proposal of \$6,298.50 for repairs to Pump Station #3.

LB Water 8” Omni+ Meter – A motion was made by Ray Reeder, seconded by John Mroz, and passed unanimously to approve the purchase of LB Water’s Option #2, the 8” Sensus T2 Turbo Omni+ Meter 5 Wheel at \$8,400.00.

Swimming Pools – The Borough Manager suggested the Authority create a policy and fees concerning disposition of water from swimming pools. There are an increasing number of pools in the borough and most residents don’t fill their pools themselves, they order water. DEP has protocols and recommends the water go into the sanitary sewer system when emptied. There was recently an issue after someone emptied their pool and caused damage to a neighboring property. Pool owners would be notified, by mail, of the policy that would require them to notify the borough when emptying their pool and pay the fee.

Citizen Comment: None

Adjournment: A motion was made by John Mroz, seconded by Ray Garraffa, and passed unanimously to adjourn the meeting.

Respectfully Submitted,

Steven Echternach, Borough Manager

STRASBURG BOROUGH AUTHORITY
October 21, 2021 – 8:00 A.M.
MINUTES

Members Present: Ken Johnson Ray Garraffa
John Mroz Michael Wolgemuth

Others Present: Steven Echternach, Borough Manager
Andrew Prosser, ELA Group
Mike Kyle, LASA Executive Director

Call to Order: Ken Johnson, Chairman, called the meeting to order; followed by the salute to the flag. He announced that the meeting is being audiotaped and maintained until the minutes are approved.

Request to be Heard: None

Minutes of September 16, 2021: A motion was made by Ray Garraffa, seconded by John Mroz, and passed unanimously, to approve the minutes of the September 16, 2021 meeting as printed.

LASA Presentation: Mike Kyle, Executive Director of Lancaster Area Sewer Authority (LASA), was in attendance to give an overview of who LASA is, information on their budget and capital projects, and to discuss the types of arrangements for sewer system purchases/leases. LASA was incorporated as a municipal Authority in 1965 and started operations in 1972. Their current system covers 160 square miles; they have 620 miles of pipeline, 45 pump stations, and just under 40,000 customers. Any purchases or leases they make must have a positive effect on their current customers and also needs to be positive for the system seller. They expect to have an open and transparent transaction with any potential sellers.

Reports:

Manager: The monthly Borough Manager's Report was reviewed with mention of the following items;

Social Media Posts: Have been some post about the water. The Borough chooses not to respond. We have had some dirty water calls recently related to some incidents at the Meadows project involving Abel Construction and have internally made some changes. Don is now assigned as the inspector for that project and is doing a good job. Communication has been improved.

Water Meters: LGH questioned who provides the water meter. After research, there is nothing in SBA records that says who purchases the water meter. A phrase will be added to the Water Tapping Permit Application stating that 2 inch size and under meters will be provided by SBA.

Engineer: The monthly Engineer's Report dated October 21, 2021 was reviewed with mention of the following items;

Meadows of Strasburg: The first two thousand feet of waterline passed pressure and bacteria testing. ELA is collecting GPS points.

Public Works: The monthly Public Works Report was reviewed.

W/S Billing: The monthly Water/Sewer Billing Report was reviewed.

Payment of Bills: A motion was made by Ray Garraffa, seconded by John Mroz, and passed unanimously to approve the payment of the monthly bills, with a note that Ray Reeder has reviewed the checks for September 2021.

Unfinished Business: None

New Business:

Ozonation Discussion – The Borough Manager opened a discussion on the Ozonation System SBA currently uses for our water system. There are replacement parts needed for the system in 2022 that will have a total cost around \$14,000.00. SBA has spent roughly \$23,000.00 in maintenance fees since 2013.

Ozone came to Strasburg in the 1970's. Strasburg had an ozone dependent system when DEP became the regulatory agency and we went to litigation to keep the ozone system. It is used in other countries, but in the United States it's not a primary system. Ozonation is used for disinfection but cannot provide chlorine residual. In 1990's we had a lot of boil water advisories and e coli. issues and at that time DEP stepped in and said there must be chlorine residual in the water.

Earlier this summer there was an ozone system breakdown and there have not been any complaints or concerns with the water. The Manager questioned why we are still using the ozone system and if it the best process since we need chlorine residual. Andrew Prosser stated that as long as there are not high levels of total organic carbon in the water there is no benefit from ozonation. The water could be tested for levels. Ozonation is hard on components in the system and has a high level of maintenance. When we weren't adding chlorine it made sense. The system will use less chlorine if we do not ozonate and would also save on electricity. The Borough Manager will reach out to PA Rural Water and do due diligence before any decisions can be made.

Reservoirs Inspection - A motion was made by John Mroz, seconded by Ray Garraffa, and passed unanimously to accept I. K. Stoltzfus Service Corp.'s proposal for the Reservoir inspection, in the amount of \$4,500.00

Review 2022 Draft Budget – The 2022 Draft Budget was reviewed. A note was made to adjust the legal fees line for costs pertaining to the possible sale of the sewer system. The 2022 Preliminary Budget will be brought to the November meeting for review and possible approval.

Other Business: None

Citizen Comment: None

Adjournment: A motion was made by John Mroz, seconded by Ray Garraffa, and passed unanimously to adjourn the meeting.

Respectfully Submitted,

Steven Echternach, Borough Manager

STRASBURG BOROUGH AUTHORITY
November 18, 2021 – 8:00 A.M.
MINUTES

Members Present: Ken Johnson Ray Garraffa
John Mroz Michael Wolgemuth

Others Present: Steven Echternach, Borough Manager
Andrew Prosser, ELA Group (by Zoom)
John Frey, PFM Director
Garrett Moore, Senior Analyst

Call to Order: Ken Johnson, Chairman, called the meeting to order; followed by the salute to the flag. He announced that the meeting is being audiotaped and maintained until the minutes are approved.

Request to be Heard: None

PFM Presentation: John Frey and Garret Moore from PFM's Harrisburg office were in attendance to offer information on PFM's possible involvement in sewer system sales. PFM is currently the Borough and Authority's financial advisor on debt related matters.

Over the last five to ten years PFM has begun valuing assets. Jamie Schlesinger came to them about the possibility of valuing/monetizing SBA's sewer system. Some PFM clients want only a valuation and others want PFM's involvement through the whole sale process. Monetizing the system, after debt is settled, creates unrestricted cash to reduce other outstanding debts or to fund additional projects, such as stormwater. To do this they would gather information such as Chapter 94 reports, Act 537 Reports, financials and any sort of capital plans. Also goals of the Borough and Authority would be outlined (i.e. selling to turn focus to stormwater/MS4). PFM would look at the system in three different ways. The income approach, cost approach, and market approach and average the results. PFM will make sure you are aware of the pros and cons of selling the system and want everyone to be informed. Having and running a competitive process is beneficial to our client's because it encourages the buyers to put their best foot forward. We see who is interested in the state and have a sit down "get to know you" session.

Phase one of the process would be the valuation of the system and would typically take 1-3 months. It would end with PFM coming to SBA in an executive session and going through the valuation. Phase two takes 4-6 months and includes market research, drafting of legal documents, meetings with potential buyers and ends with sending request for bids from the desired bidders. Phase three takes between 1-14 months and includes everything from the acceptance of bids to closing of the sale.

The typical cost of valuation of the system runs between \$7,500.00 and \$9,500.00 and phase two and three combined runs a couple hundred thousand dollars and would be collected at closing.

PFM will put together a proposal for phase one for SBA evaluation at the December meeting.

Minutes of October 21, 2021: A motion was made by Ray Garraffa, seconded by Michael Wolgemuth, and passed unanimously, to approve the minutes of the October 21, 2021 meeting as printed.

Reports:

Manager: The monthly Borough Manager's Report was reviewed with mention of the following items;

Copier Issue – There are supply chain issues and we can't get toner for our big copier. The company came up with a temporary solution for us. Moving forward we will continue to provide packets electronically prior to the meeting and have paper copies of the agenda and action items only at the meeting with the rest of the packet being displayed on the screen.

Engineer: The monthly Engineer's Report dated November 18, 2021 was reviewed with mention of the following items;

Meadows of Strasburg: Sewer infrastructure has passed all testing except for two manholes. The waterline has resumed construction and SBA staff will be there for any flushing activities.

LGH Project: ELA is waiting on revised utility plans since they have decided not to use fire suppression.

1533 Village Road: They are still sorting out stormwater issues.

Public Works: The monthly Public Works Report was reviewed.

W/S Billing: The monthly Water/Sewer Billing Report was reviewed. The Borough Manager noted there have been some USPS issues again. We are encouraging customers to sign up for e-mailed bills and letting them know that they can pay online, but there are fees.

Payment of Bills: A motion was made by Ray Garraffa, seconded by John Mroz, and passed unanimously to approve the payment of the monthly bills.

Unfinished Business:

Ozonation Discussion – TOC testing has been done, but we are waiting for results. Reviewing the history DEP & Rural Water say there is no cost benefit and will be providing us with licensing information.

Reservoirs Inspection – The inspection has been completed but we do not have the official report yet. The initial report from them was that everything is good. They will be sending a report and pictures.

New Business:

2022 Preliminary Budget – Steve Echternach noted there were only minor changes to the budget, including the addition of funds to the solicitor fees line and the professional fees line.

A motion was made by Michael Wolgemuth, seconded by John Mroz, and passed unanimously to approve the 2022 Preliminary Budget.

Springs Monitoring DEP Inspection – This is an ongoing project. SBA had not paid 540 Technology because of data reporting issues. The reporting issues have been resolved so ELA reported to DEP that the system was online and the required site inspection was scheduled. Darin from DEP, who has been working on this project, was expected for the site visit. Darin was in attendance, but so were three other DEP representatives, Susan Warner, safe drinking water supervisor, and two sanitarians.

There were some issues during the inspection, not related to the monitoring, and a boil water advisory was mentioned. One of their comments was “you’re not overflowing anything?” It was explained to DEP that certain times of the year we don’t. DEP questioned how they are going to regulate SBA and the amount of reduction that was going to be required because they want overflows all the time.

The Borough Manager talked with Susan Warner, and as of last Wednesday, DEP said they are not sure what they are going to do, but a hydrologist will be visiting the spring sites. The hydrologist had one major question which was “do we see a need to increase chlorination after storm events?” Our answer was no so the immediate DEP concern seemed to subside. Susan was very reasonable and she knows to talk to the Borough Manager and SBA about any decisions that need to be made. Prior to this visit by DEP the Borough Manager had recently talked to the Public Works Department about what projects may need to be done at the springs to update the system.

The Spring System is currently licensed as ground water. If the license gets changed to surface water SBA would need to put in filtration. It was also noted by DEP that the handful of customers on our system before the treatment plant should be notified of that fact annually.

Other Business: None

Citizen Comment: None

Adjournment: A motion was made by John Mroz, seconded by Ray Garraffa, and passed unanimously to adjourn the meeting.

Respectfully Submitted,

Steven Echternach, Borough Manager

STRASBURG BOROUGH AUTHORITY
December 16, 2021 – 8:00 A.M.
MINUTES

Members Present: Ken Johnson Ray Garraffa
John Mroz Michael Wolgemuth
Ray Reeder (by Zoom)

Others Present: Steven Echternach, Borough Manager
Andrew Prosser, ELA Group

Call to Order: Ken Johnson, Chairman, called the meeting to order; followed by the salute to the flag. He announced that the meeting is being audiotaped and maintained until the minutes are approved.

Request to be Heard: None

Minutes of November 18, 2021: A motion was made by Ray Garraffa, seconded by Ray Reeder, and passed unanimously, to approve the minutes of the November 18, 2021 meeting as printed.

Reports:

Manager: The monthly Borough Manager's Report was reviewed with mention of the following item;

Public Works Department: Wayne Breneman will be leaving the Public Works Department December 31, 2021 to pursue a career in his master's degree field. He has expressed interested in staying on in a part-time capacity.

Engineer: The monthly Engineer's Report dated December 16, 2021 was reviewed with mention of the following items;

Fisher Well Allocation Justification: ELA is working to update calculations to account for 2020 Census Data as required by SRBC.

Meadows of Strasburg: They are requesting a reduction of their escrow; ELA will provide a recommendation.

LGH Project: ELA is still waiting on revised utility plans since they have decided not to use fire suppression.

Peaceful Valley Sewer Tie-In: A pre-construction meeting was held on December 13th. ELA and SBA must be present for the tie-in into the lined sewer line.

Public Works: The monthly Public Works Report was reviewed.

W/S Billing: The monthly Water/Sewer Billing Report was reviewed.

Consent Agenda: A motion was made by John Mroz, seconded by Michael Wolgemuth, and passed unanimously to approve the items under the Consent Agenda, with note that Ray Garraffa reviewed checks and bank statements.

Unfinished Business:

Ozonation Discussion – Total Organic Carbon (TOC) testing was done with results showing almost no TOC present. With the test results and the fact that chlorine residual is required by DEP, ozone is obsolete. If the ozonation system is eliminated it would be one less system to maintain. Eliminating the ozonation system would require a license modification, which is a permit mod; ELA will put a scope of work together. With next year being a DEP inspection year, that would be the time to make all the changes.

It was the consensus of SBA that staff should work towards decommissioning the ozonation system.

Springs Monitoring DEP Inspection – The Borough Manager has not heard anything from DEP since last meeting. SBA should be proactive and make future plans to update/replace spring boxes.

PFM Proposal to Value Sewer System – A motion was made by Ray Garraffa, seconded by Ray Reeder, and passed unanimously to accept the \$7,000.00 PFM proposal to value the sewer system.

New Business:

2022 Final Budget – A motion was made by John Mroz, seconded by Ray Garraffa, and passed unanimously to approve the 2022 Final Budget.

Other Business:

Verizon Wireless Lease – The Borough Manager was contacted by a Verizon representative about the possibility of the Reservoir being a good location for a Verizon wireless tower. Verizon does all the work, engineering, zoning, etc. and would pay a monthly lease fee to SBA once completed.

The consensus of SBA was for the Borough Manager to respond and get more information on the offer.

Citizen Comment: None

Adjournment: A motion was made by John Mroz, seconded by Ray Garraffa, and passed unanimously to adjourn the meeting.

Respectfully Submitted,

Steven Echternach, Borough Manager