2026-14

STRASBURG BOROUGH AUTHORITY (SBA)
May 21, 2026 – 8:00 A.M.
MINUTES

Members Present:	Ken Johnson	Ray Garraffa
	John Mroz	Mike Wolgemuth
Others Present:	Steve Echternach, Borough Manager	Tom Devenney, ELA Group
	Ed Zalewski, PW Director	Tim Rineer, Asst. PW Director

Call to Order: The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. 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 April 16, 2026: A motion was made by Ray Garraffa, seconded by John Mroz, and passed unanimously to approve the minutes of the April 16, 2026 meeting.

Reports:

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

Engineer: The monthly Engineer's Report was reviewed.

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 John Mroz, seconded by Ray Garraffa, and passed unanimously to approve the payment of monthly bills, with a note that checks and bank statements have been reviewed.

Unfinished Business:

Old Springs/DEP Water Source Update – No update at this time.

Remote Metering Project – There are currently 195 out of 1455 meters completed.

Stormwater Project – East Main Street will be opening today or tomorrow and next week will move to South Decatur Street.

SBA staff and DIG Excavating will be moving 90 feet of stormwater pipe and a box they had installed. There evidently were two sets of plans for the project and staff was provided with the incorrect set. ELA will be providing updated engineering, at no cost, and will likely reimburse SBA for the cost to correct the line.

Pump Station Upgrades – The Pump Station No. 2 site will become available in early September. There will be a preconstruction meeting scheduled in July or August.

Creation of Formal Documented Water & Sewer System Operations & Maintenance (O&M) Plan – Tim Rineer provided a list of account numbers and emergency contact numbers for the Sewer O & M. Ed Zalewski provided a current draft Water System O&M Plan for review.

SBA White Oak Road Property, Daniel King – The subdivision/lot add-on is moving forward, and Mr. King has provided a copy of plans if anyone would like to see them.

Strasburg Jaycee Park Water & Sewer Connection – The Jaycee Park has submitted a plan and application, but will not begin the project until this fall. They are still looking into bylaws and what happens to the property if the park board dissolves.

New Business:

D.H. Funk & Sons, LLC Payment Application #4 – A motion was made by John Mroz, seconded by Michael Wolgemuth, and passed unanimously to approve D. H. Funk & Sons, LLC Payment Application #4 in the amount of $293,826.29.

Lancaster General Hospital Bond Reduction – A motion was made by Ray Garraffa, seconded by Michael Wolgemuth, and passed unanimously to release the remaining $3,960.00 Lancaster General Hospital Bond for 505 Historic Drive.

Tapping Fees – A tapping fee study, completed by Tom Devenney of ELA, was reviewed. Ken Johnson complimented Tom on his preparation work for the study. The study was also reviewed by SBA's solicitor. The Borough Manager recommended increasing to the maximum defensible fee since there has been no increase since 2008. These fees help cover the cost of maintaining and improving SBA's infrastructure. Moving forward SBA should reevaluate fees after any large infrastructure project. SBA staff will need to update the applications, and the resolutions will be sent to the solicitor for review. We want to make sure the fees are defensible under the Municipal Authorities Act.

A motion was made by Mike Wolgemuth, seconded by John Mroz, and passed unanimously to adopt Resolution 2026-1, Water Service Tapping Fees and Resolution 2026-2, Sanitary Sewer Tapping Fees.

Other Business:
Railroad Museum of PA – SBA staff recently received information about a scheduled tap for fire service for their roundhouse project, but we never received an application or fee payment.

In doing research, in 2015 there was an agreement between SBA and Commonwealth of PA Department of General Services for a fire service tap that would be used for the roundhouse project. The fire service tapping fee was paid at the time, but the project never happened. However, they did tap our main and install fire service to their main building without a permit. The Township and contractors were contacted about the issue, and they will be completing the Water Connection Permit Application and paying the fee before the new tap is completed.

Citizen Comment: None

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

Respectfully Submitted,

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Steven Echternach, Borough Manager