2026-26

STRASBURG BOROUGH AUTHORITY (SBA)
September 17, 2026 – 8:00 A.M.
MINUTES

Members Present:	Ken Johnson	Ray Garraffa
	John Mroz	Mike Wolgemuth
	Curt Reynolds	
Others Present:	Steve Echternach, Borough Manager	Tom Devenney, ELA Group
	Ed Zalewski, Public Works Director	Dylan Campbell, Cedar Knoll
	Kim Fasnacht, Rettew Associates	

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: Kim Fasnacht, with Rettew Associates, and Dylan Campbell, with Cedar Knoll Builders, were in attendance to present a future development project for feedback and to confirm there would be water and sewer capacity available. They will be developing a 17-acre parcel located behind Miller Street that will have access from Franklin Street. They will be proposing approximately 70 units, with a mix of town homes & single family homes. They plan to bring water and sewer from Franklin Street. They are working on securing a utility easement so they can install a looped system. There will also need to be a Pump Station installed since the development is in a low area. They are in the very early stages of planning and are still conducting surveys.

SBA stated water and sewer capacity is available and shouldn't be an issue, but asked that the system is looped so there are no dead ends.

Minutes of August 20, 2026: A motion was made by John Mroz, seconded by Ray Garraffa, and passed unanimously to approve the minutes of the August 20, 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 Ray Garraffa, seconded by Curt Reynolds, and passed unanimously to approve the payment of monthly bills, and note that checks and bank statements have been reviewed.

Unfinished Business:

Old Springs/DEP Water Source Update – After testing it was determined that the Timberline Church Well is not a viable water source. SBA will continue looking at alternatives.

Remote Metering Project – There are currently 198 out of 1455 meters completed.

Stormwater Project – The construction work is complete. SBA staff will now work to complete the basin and restore the area between Shenk Avenue and South Decatur Street. The Borough Manager praised Don from the public works department for being a fantastic lead on this project.

Pump Station Upgrades – The start date for this project was the week of Labor Day. However, Barrasso reached out because they are held up on other projects involving rock. Then Tom Devenney was notified by Envirep that the Gorman-Rupp pump station package mounting base failed inspection which delayed shipping. They now anticipate delivery to be mid-October. Even with the delays, the contractor believes they will still be able to accomplish substantial completion by the original contracted date of November 7th.

Creation of Formal Documented Water & Sewer System Operations & Maintenance (O&M) Plan – No update at this time.

SBA White Oak Road Property, Daniel King – No update at this time.

Strasburg Jaycee Park Water & Sewer Connection – No update at this time.

Eshelman Run Streambank Stabilization Phase II – There was a pre-construction meeting yesterday with Kingsley Construction. We are still waiting for PPL to move poles for the project. The project will not begin before October 1st.

New Business:

D.H. Funk & Sons, LLC Change Order #8 – A motion was made by Ray Garraffa, seconded by John Mroz, and passed unanimously to approve D. H. Funk & Sons, LLC Change Order #8 in the amount of $8,741.54.

D.H. Funk & Sons, LLC Change Order #9 – A motion was made by John Mroz, seconded by Curt Reynolds, and passed unanimously to conditionally approve D. H. Funk & Sons, LLC Change Order #9 in the amount of $20,576.72 for curb, sidewalk, and asphalt patches pending Brian Miller's review.

Other Business:

DEP MS4 and Water System Inspections – There were two DEP inspections completed this week, the MS4 Audit on Monday and the Water System Inspection on Tuesday. Both inspections went well.

The last MS4 Audit was in 2015 and there had not been an audit this permit cycle yet. Carol Moulds from ELA helped prepare for the audit and we will be working with her to make some changes to outfalls, observation points, and other items on our MS4 map. Guidance for the new permitting cycle is not available yet, but we were told it will be more about volume reduction vs. nutrient reduction. We should receive the audit report next week.

The Water System Inspection took a full day, and the inspectors thought we had a well-kept, clean system. The sanitarians that completed the inspection were from another area and had never seen our system prior to the inspection. They said we were where we needed to be but that there is room for improvement, such as developing a capital asset management plan. SBA staff will review the inspection report once it is received.

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