

CALL TO ORDER

The July 14, 2016 meeting of the Macungie Borough Authority was called to order at 7:30 p.m. in Borough Council Chambers, 21 Locust Street, Macungie, PA. Members present were Robert Bogert, Tom Kociuba, Linden Miller, Jeffrey Stauffer and Linn Walker. Also present were Water Operator Douglas McNair, Borough Manager Chris L. Boehm and Administrative Assistant Cynthia Hartzell.

Solicitor Patrick Armstrong was at the meeting briefly to have Chairman Stauffer sign loan documents.

PUBLIC COMMENTS – No public comments.

APPROVAL OF MINUTES

a. June 9, 2016 - Motion was made by Authority Member Miller, second by Authority Member Stauffer, to approve the June 9, 2016 minutes as presented. Motion carried: 5 ayes

CORRESPONDENCE – No correspondence

WATER OPERATOR'S REPORT

Water Operator McNair gave his monthly report to the Authority Members. He provided a reminder notification received from DEP about entry point monitoring requirements. He noted he will keep up with the regulation. Authority Member Kociuba asked if the Borough received any violation for the coliform test that was collected incorrectly and Water Operator McNair remarked no violations were received. Authority Members discussed looking into hiring another lab to test the water samples. It was decided Water Operator McNair will put specifications together to get quotes for next year.

Water Operator McNair noted he is working with Engineer Garman on the rehabilitation of the water tank and to keep the water pressure in the upper system during the rehabilitation. The Authority Members asked about the specifications of the pressure sustaining value (psv) being installed. Water Operator McNair has the specs on the psv and will email the specs to the Authority Members. Installing the psv should be completed this year. The tank rehabilitation project will be worked on to be ready for spring.

Water Operator McNair reported there were water shut off issues when trying to remove a hydrant on Race Street which could be not done. It was found that there is a cross connection at Locust and Race Street with no check valves. He is planning to install a check valve on Race Street so the water supply to Allen Organ would not be affected.

Water Operator McNair reported the lead and copper testing results were received and are well below the required levels. He will give this information in his next report. Authority Members discussed the tree removal at the old reservoir. Authority Member Kociuba will provide Borough Manager Boehm with the Forester contact information at the PA Department of Conversation and Natural Resources (DCNR).

TREASURER'S REPORT

A motion was made by Authority Member Walker, seconded by Authority Member Bogert, to approve the June 30, 2016 treasurer's report as presented. Motion carried: 5 ayes

Water Revenue Fund	\$180,209.84
Debt Service Reserve	\$29,587.56
Bond Redemption and Improvements Fund	\$119,582.40
Collection Account	\$7,309.35

#### APPROVAL OF REQUEST FOR ADVANCE FROM CAPITAL LOAN FUNDS

a. Advance #1 in the amount of \$68,876.58 – The Authority was given a copy of the bank form to use to request the funds from the Capital Loan. This form must be signed by Chairman Stauffer. Borough Manager Boehm provided a list of the invoices totaling the amount requested from the Capital Loan.

Authority Member Walker made a motion to approve Request #1 in the amount of \$68,876.58 and authorize Chairman Jeffrey Stauffer to sign the Request for Advance, second by Authority Member Bogert. Motion carried: 5 ayes

#### NEW BUSINESS

a. Budget Transfers – Borough Manager Boehm provided budget transfers to the Authority. A motion was made by Authority Member Stauffer, second by Authority Member Miller, to approve the following budget transfers. Motion carried: 5 ayes

- \$14.67 from 06.448.181 (Wellness Incentive) to 06.448.162 (Unemployment Compensation)
- \$52.79 from 06.448.231 (Fuel-trucks) to 06.448.230 (Heating Expense-Shop)
- \$224.21 from 06.448.250 (Maintenance & Repair-Parts) to 06.448.374 (Maintenance & Repair-Services)

b. Authority Member Kociuba noted two articles of interest in the June 2016 Magazine of the Pennsylvania Water Authority Association. One article informed members that the PA Department of Environmental Protection (DEP) offers free professional engineering assistance to public community water systems (serving 10,000 persons or less) through their Professional Engineering Services (PES) Program. The other article defined in detail the relationship of engineering and law consultants to Authority members.

UNFINISHED BUSINESS – No Unfinished Business

#### ADJOURNMENT

Next meeting is August 11, 2016 at 7:30 p.m. at Borough Hall if needed.

Hearing no further business to be brought before the Board, the meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Cynthia Hartzell  
Secretary