

CALL TO ORDER

The January 12, 2017 meeting of the Macungie Borough Authority was called to order at 7:00 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.

REORGANIZATION

- a. Chairperson – Authority Member Stauffer nominated Linn Walker as Chairperson. Authority Member Bogert nominated Jeffrey Stauffer as Chairperson. Authority Member Stauffer called for a vote. Authority Member Stauffer was voted in as Chairman by a vote of 3 ayes.
- b. Vice-Chairperson – Authority Member Miller nominated Linn Walker as Vice-Chairperson. No other nominations. Motion carried: 5 ayes
- c. Secretary - Authority Member Walker nominated Cynthia Hartzell as Secretary. Motion carried: 5 ayes

PUBLIC COMMENTS

1. Tim Schantzenbach, 102 Locust Street, Macungie, was concerned about the removal of a fire hydrant at his house at the corner of Race and Locust Street. He noted a new hydrant was installed on the opposite corner when the new water line was installed on Race Street in 2016. He recommended the hydrant by his house be replaced with a new hydrant. Water Operator McNair reported the hydrant is in bad condition and if the Authority wanted the hydrant replaced, it could be done. He noted the hydrant is on a 4" line. Mr. Schantzenbach noted he saw a piece of the water pipe that was removed from Race Street and it had very little corrosion and lime built-up. The Authority took Mr. Schantzenbach's comments under advisement.

Proposal from Lehigh County Authority

Frank Leist and Charles Volk from Lehigh County Authority were in attendance. Mr. Leist asked the Authority Members to consider an interconnect for the Buss Acres development in Upper Milford Township. Currently, the development has their own system which Lehigh County Authority owns and manages but there are problems and it would be very costly to upgrade. They would like to connect to the Hillcrest Tank and install a booster station on the Borough property to pump the water up to the development including fire protection service. Authority Members commented on the length of a contract. Mr. Leist commented the contract would be in perpetuity and all issues would be discussed for the contract. Mr. Leist has spoken with Engineer Garman who has calculated there is capacity for the proposed 23,000 GPD. The contract would include fire protection with hydrants which the development does not have currently. Engineer Garman calculated the capacity using only the information from Well #1.

Borough Manager Boehm noted the amount of water requested is about what was used at Tyler Pipe. Authority Members were concerned providing water outside the Borough if there would be any problem

and water could not be provided to the Borough residents. Authority Member Walker suggested an interconnect between the Borough water system and the Lehigh County Authority water system in Lower Macungie Township be installed for emergency purposes in case of a problem occurring or a fire situation.

When questioned by Chris Becker from the audience, Mr. Leist explained what would be needed to upgrade the water system in the development. Mr. Leist and Mr. Volk asked the Authority Members to consider this request and thanked the Authority Members for their time.

Authority Members continued to discuss the request. There were pros and cons noted to offering the water service outside the Borough.

Chairman Stauffer made a motion to allow Borough Manager Boehm and Engineer Garman to move forward with the discussion on Lehigh County Authority's proposal to obtain information, second by Authority Member Walker. Motion carried: 4 ayes, 1 nay (Authority Member Miller)

Discussion on hydrant – After some discussion about the hydrant at the corner of Race and Locust Street, Authority Member Bogert suggested talking to Fire Chief Natysyn for his suggestion to keep the hydrant or not. Water Operator McNair and Borough Manager Boehm will talk to Chief Natysyn.

APPROVAL OF MINUTES

a. December 8, 2016 - Authority Member Kociuba had some changes to the December 8, 2016 minutes to which he made a motion to accept the changes in the minutes. Motion was second by Authority Member Stauffer and motion carried with 5 ayes.

Motion was made by Authority Member Stauffer, second by Authority Member Bogert, to approve the December 8, 2016 minutes as changed and confirming the number of units served with water in the Borough under Unfinished Business (a). Motion carried: 5 ayes

CORRESPONDENCE – No Correspondence.

REPORTS

a. WATER OPERATOR

Water Operator McNair reported the check valve replacement at Allen Organ is completed. He has received a proposal from Lutz for the removal of 60 trees at the old reservoir in the amount of \$13,450 which does not include removal of the stumps. He will have a copy of the proposal at the next meeting. He noted the Hillcrest Tank project is moving forward. Water Operator McNair reported the new water testing company, MR Ryder has started and is working well. He had to revise the Total Coliform Plan for DEP because the testing day changed.

Authority Member Kociuba asked about the fire hydrant at the corner of Race and Locust Streets. Water Operator McNair will talk to Fire Chief Natysyn. Authority Member Bogert suggested also giving a copy of the current water system map to Chief Natysyn.

Engineer Garman reported he is working with a company to do the rehabilitation on the water tank and the plans for the valve work in Mountain Creek. He reported the NPDES Permits has been submitted for the valve work in Mountain Creek but its not crucial to have an approved permit to bid the project. Engineer Garman proposed to advertise for the tank rehabilitation and valve work in Mountain Creek in early April. He commented the pressure system valve should be installed to do testing before the tank rehabilitation work bid is done.

Engineer Garman reviewed his calculations to update the water tapping fee. He proposed a tapping fee of \$1,562. This will be included in the 2017 Fee Schedule.

b. BOROUGH MANAGER

1) Borough Manager Boehm noted the membership fee for the Pennsylvania Municipal Authority Association has increased \$336 from last year’s membership fee. She asked if the Authority Members wanted to continue the membership. Authority Members discussed the benefits of the membership. Authority Member Kociuba suggested contacting the association about the increase. She will look into it and report back.

Authority Member Kociuba commented about the training available for the Authority Members and provided copies of the training.

2) Borough Manager Boehm addressed the issue of installing the new radio read meters. She noted Water Operator McNair is installing them when a problem arises but that would take years to install all the meters. She asked if the Authority would consider hiring someone to help install the meters. Authority Members discussed the topic and asked Borough Manager Boehm to figure out how many meters need to be installed and the time needed to install the meters. She will bring the information at the next meeting.

TREASURER’S REPORT

A motion was made by Authority Member Walker, seconded by Authority Member Miller, to approve the December 29, 2016 treasurer’s report as presented. Motion carried: 5 ayes

Water Revenue Fund	\$290,150.08
Debt Service Reserve	\$29,631.68
Bond Redemption and Improvements Fund	\$144,731.96
Collection Account	\$5,924.98

APPROVAL OF REQUEST FOR ADVANCE FROM CAPITAL LOAN FUNDS

a. Advance #5 in the amount of \$3,090.42 – Authority Member Walker made a motion to approve Request #5 in the amount of \$3,090.42 and authorize Chairman Jeffrey Stauffer to sign the Request for Advance, second by Authority Member Stauffer. Motion carried: 5 ayes

NEW BUSINESS

a. Resolution 2017-1, 2017 Fee Schedule – Borough Manager Boehm reported the only change in the fee schedule is the tapping fee if the Authority Members want to increase it. She recommended increasing the tapping fee as calculated by Engineer Garman.

Authority Member Miller made a motion to adopt Resolution 2017-1, the 2017 Fee Schedule, second by Authority Member Bogert. Motion carried: 5 ayes

UNFINISHED BUSINESS

a. Policy on Borough involvement on a private water service replacement – Borough Manager Boehm provided a memo with a policy regarding the repair of a leaking service lines on private property. Authority Members discussed the policy.

Authority Member Kociuba made a motion to adopt the revised policy regarding repair of leaks in water service lines as described in the Borough Manager Boehm's January 5, 2017 letter, second by Authority Member Walker. Motion carried: 5 ayes

b. Old Reservoir Tree Removal – This was discussed under the Water Operator's Report.

ADJOURNMENT

Next meeting is February 9, 2017 at 7:00 p.m. at Borough Hall.

Hearing no further business to be brought before the Board, the meeting was adjourned at 8:44 p.m.

Respectfully submitted,

Cynthia Hartzell
Secretary