

CALL TO ORDER

The March 9, 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 and Jeffrey Stauffer. Also present were Water Operator Douglas McNair, Borough Manager Chris L. Boehm and Administrative Assistant Cynthia Hartzell. Linn Walker was absent.

PUBLIC COMMENTS

1. Peter White, 821 Hickory Street, Macungie, addressed the Authority about utility bill for the discrepancy in his water meter readings. Because the outside reader was not working properly, a radio read meter was installed. There was a large difference between the inside and outside meter readings causing a \$1,346.90 bill for water and sewer usage. He commented he reported the meters were not reading the same in 1999 when he purchased the property and nothing was done. He thought the Borough should not charge because there is no record of his complaint at that time.

After some discussion, Authority Member Stauffer made a motion to take Mr. White's comments under advisement, review the matter with Solicitor Armstrong and no penalties will be applied until this situation is resolved, second by Authority Member Kociuba. Motion carried: 4 ayes

2. Tim Schantzenbach, 102 Locust Street, Macungie, asked the status of his request from the January meeting about the removal of the fire hydrant on the southwest corner of Locust and Race Streets.

Water Operator McNair reported he did speak with Fire Chief Natysyn who preferred to keep the hydrant. He reported the hydrant is connected to the 4" line in Race Street. He will check into connecting the hydrant to the 8" line in Locust Street and get a cost estimate for the work. When asked, Water Operator McNair commented the Public Works crew could do the job.

APPROVAL OF MINUTES

a. January 12, 2017 - Authority Member Kociuba made some changes to the January 12, 2017 minutes.

Motion was made by Authority Member Miller, second by Authority Member Stauffer, to approve the January 12, 2017 minutes with corrections. Motion carried: 4 ayes

CORRESPONDENCE

There was a sales letter from Pennsylvania Water Specialty Company about cross connection. Borough Manager Boehm will discuss it with Water Operator McNair to see if it is a concern.

REPORTS

a. WATER OPERATOR

Water Operator McNair provided the 2016 Summary report, a monthly report and the 2017 Consumer Confidence Report. Authority Member Miller asked if there was a concern about the depth gauge for Well #2 being out of service for about 5 years. Water Operator McNair reported he checked into replacing it and Dave Gettle suggested it would be best to replace it when the pump is replaced. There has been no issue since the gauge has stopped working. At the end of his report, he commented about hiring a full-time employee to get work done that continues to be passed from year to year. He was concerned about the work load the Public Works has and the hours not being allocated for the water system work.

Water Operator McNair commented about having one quote for the tree removal at the reservoir and being unable to get a second quote. Authority Member Miller has another contractor he can contact for the work.

Authority Member Kociuba mentioned implementing an emergency plan to have in place when the Hillcrest water tank rehabilitation work is being done. He commented about coordinating with the Fire Department when the work is being done so they will have the resources in place for fire coverage. Authority Members talked about having water tankers filled with water available during the work. Water Operator McNair will look into the cost of the water tankers and an emergency plan.

b. BOROUGH MANAGER

1. Borough Manager Boehm reported on a property that has a leak inside their house. They have been notified and have not made an attempt to completely fix it. This water usage information has been obtained from the radio read meter that shows a consistent 5-7 gallons of water usage every hour daily. Borough Manager Boehm asked if Authority Members would be agreeable to send a shut off letter if not fixed. They were in agreement it should be addressed.

2. Borough Manager Boehm mentioned the consumer confidence report that Water Operator McNair provided and will be in the Spring newsletter.

TREASURER’S REPORT

A motion was made by Authority Member Miller, seconded by Authority Member Bogert, to approve the February 28, 2017 treasurer’s report as presented. Motion carried: 4 ayes

Water Revenue Fund	\$371,607.50
Debt Service Reserve	\$29,650.66
Bond Redemption and Improvements Fund	\$144,788.39
Collection Account	\$7,871.09

APPROVAL OF REQUEST FOR ADVANCE FROM CAPITAL LOAN FUNDS

- a. Advance #6 in the amount of \$3,483.00
- a. Advance #7 in the amount of \$3,965.43

Authority Member Miller made a motion to approve Advance #6 in the amount of \$3,483.00 and Advance #7 in the amount of \$3,965.43 and authorize Chairman Jeffrey Stauffer to sign the Request for Advance, second by Authority Member Stauffer. Motion carried: 4 ayes

NEW BUSINESS

a. Hillcrest Water Tank Bid – Engineer Garman provided a copy of the Hillcrest Water Storage Tank Rehabilitation Bid. He mentioned the bid has an optional bid for the installation of an external overflow. If this would be installed it could help if Lehigh County Authority wants to move forward with the connection to the tank.

Another item that was recommended in the report was a railing around the top of the tank. Engineer Garman commented the item was not added in the bid. Water Operator McNair commented DEP has not commented on the necessity of a railing. He would prefer to have a fence around the perimeter of the tank instead. Authority Members decided to visit the area at the next meeting prior to the general meeting.

Authority Member Kociuba reiterated about the importance to have an emergency plan before advertising the bid. He is concerned about a possible fire incident that there may not be adequate water while the tank work is being done.

Authority Member Kociuba requested the report from the Hillcrest fire in 2015. The Borough does not have the report but he could request it from the fire department. Chris Becker noted he reported on the fire at a Council meeting as the Council President.

Authority Member Kociuba remarked about his concern on the proposal from LCA to connect to the water tank because of water pressure.

Authority Member Stauffer made a motion to move forward and authorized the Hillcrest Water Storage Tank Rehabilitation bid be advertised, second by Authority Member Bogert. Motion carried: 4 ayes

b. PMAA Membership – Borough Manager Boehm reported PMAA approved renewal of the Authority's membership at \$440 this year. They will address the membership cost next year.

Authority Member Kociuba commented that Alburdis is a member of PMAA and it is important to be part of the organization for a number of reasons.

UNFINISHED BUSINESS

a. Old Reservoir Tree Removal – This was discussed earlier in the meeting. Authority Member Kociuba asked Water Operator McNair to take photos of the area which he will do.

b. Lehigh County Authority Proposal - Authority Member Kociuba asked how the proposal from LCA came about and how LCA knew information about the Borough's water system. Borough Manager Boehm and Engineer Garman commented Mr. Leist and Mr. Volk of LCA met with them

briefly before a sewer meeting to hear their proposal. Water Operator McNair noted there has been discussions with Lehigh County Authority about an interconnect several times in previous years.

Authority Member Kociuba suggested having a risk management study done before agreeing with the proposal from LCA. Chairman Stauffer noted the study could be part of the agreement with LCA. Borough Manager Boehm mentioned she and Engineer Garman met with LCA after they presented their proposal to the Authority at the last meeting. LCA is working to find the most cost effective method for the development.

c. Borough Manager Boehm noted a report that was given to the Authority Members tonight. Water Operator McNair created the report to show the total of radio read meters to be replaced, the number that has been replaced and the number proposed to be replaced this year and the balance number for replacement. Borough Manager Boehm asked for approval to outsource the installation of the meters. Authority Members agreed and she will get the cost to outsource the project. Water Operator McNair will look at the cost to have Ferguson Supply look at repairing or replacing the pressure sustaining valve.

d. Engineer Garman reported on the water line replacements in Mountain Creek. He reported the water line at Poplar Street needs a DEP permit that has a time restraint for the work to be done after October 1.

He reported the water line at Walnut Street needs a different type of DEP permit that does not have time restraints. He knows of a company with equipment that could bore the water line under the creek. That process would not need a permit and the cost would be less. He will look into it more and have a proposal at the next meeting.

ADJOURNMENT

Next meeting is April 13, 2017 at 7:00 p.m. at Borough Hall. Members that want to visit the water tank site shall meet at 6:00 p.m. at Borough Hall.

Hearing no further business to be brought before the Board, the meeting was adjourned at 8:36 p.m.

Respectfully submitted,

Cynthia Hartzell
Secretary