

**MACUNGIE BOROUGH AUTHORITY
MEETING MINUTES**

Organization & General Business Meeting
Thursday, January 8, 2026 - 7:00 P.M.

I. Call to Order – Pledge of Allegiance

The Macungie Borough Authority meeting was called to order on January 8, 2026 at 7:00 p.m. at the Macungie Institute, 510 E. Main Street, Macungie, PA 18062. In attendance were Jeffrey Stauffer, Chairman; Robert Bogert, Jr., Vice-Chairman; Todd Ritter, Member; Lorrain Walters, Member; Douglas McNair, Water Operator; Michael Smith, Public Works; Andrea Martin, EIT, Barry Isett & Associates; and Kalman Sostarecz, Jr., Borough Manager.

Chairman Stauffer opened the meeting and asked all present to join him in reciting the Pledge of Allegiance to the Flag of the United States of America.

II. Organization

A. Chairman

Ms. Walters nominated Mr. Stauffer for Chairman, seconded by Mr. Bogert. Motion passed unanimously.

B. Vice-Chairman

Mr. Ritter nominated Mr. Bogert for Vice-Chairman, seconded by Mr. Stauffer. Motioned passed unanimously.

III. Public Comment on Non-Agenda Items

None

IV. Approval of Minutes

A. November 13, 2025

Unavailable – was tabled to a future meeting.

V. Financial Reports

None

VI. Correspondence

None

VII. Reports

A. Authority

None

B. Water Operator

Mr. McNair invited Ms. Martin to discuss the service line inventory for which she provided a report. He also reported on the faults that have been occurring with Well #1 – each time it would fault earlier in the evening which is troublesome as the reserves go down to $\frac{3}{4}$ or even $\frac{1}{2}$ by the next morning when it can be reset. A subsequent issue is that when the pump stops, the chlorine pump continues to run. He had BIA and an electrician troubleshoot and one of the contacts corroded which caused a voltage drop, stopping the pump. It was repaired and has been functioning correctly since. He would also like BIA to check out the chlorine pump issue as well as the pump of Well #2 cycling incorrectly.

Chairman Stauffer made a motion to approve moving forward with the well pumps getting reconfigured, seconded by Ms. Walters. Motion passed unanimously.

Mr. McNair stated that there is an issue with the depth of well #1 which has been discussed in the past. The depth is at 108' and when the pump is running it is at 110'. There is a plan to lower the pump.

Mr. McNair stated that the quarterly utility billing is about to go out; he and Mr. Sostarecz are in the process of getting the meter reads imported in the new software and the bills will be sent in the next week. Additionally, he stated that UGI has been replacing their mains on Church Street and they have discovered a few water leaks, struck lines that were abandoned in place, and discovered other service lines that are galvanized which will be replaced. Finally, Tracy Smith renewed his operator license is good for another few years.

C. Borough Manager

Mr. Sostarecz stated that one of his goals is to have all of the Borough's assets mapped into the computer GIS system, including the water and sewer system. Ms. Martin stated that some of the sewer system is in GIS, but the water system is not. Mr. McNair stated that PA Rural Water did map the water system using GPS, but only created physical maps and did not import the data into GIS.

VIII. Unfinished Business

A. North Buttonwood Street Water Main Replacement

Ms. Martin stated that she worked closely with Charley Myers, who has since departed BIA, and she has access to his emails and other information. She will be reviewing everything to see what the status is on this project. Mr. Stauffer stated that a grant has been applied for but we have not yet heard about it. There was previously a grant awarded for the South Buttonwood project but we are waiting for final reimbursement.

IX. New Business

A. Drought Contingency Plan

Mr. McNair provided a hard copy of the Drought Contingency Plan to each member to review and discuss at the next meeting. Mr. Sostarecz stated that it is part of the Water Management Plan which is dated 1985 and asked if anyone was aware if it would have been updated since then. Mr. Brad Smith, PE, BIA, stated that it likely has not. Mr. McNair stated that DEP has provided a template in the past by which to follow and he does recall making some updates at that time. Mr. Smith will look into any statutory requirements as to how frequently it should be updated.

B. Service Line Identification & Pot Holing Project

Ms. Martin said that grants are available but that work can't commence until the grant is awarded, which could be a problem. The Borough's compliance date is November 1, 2027, which is when the report to the DEP is due; the work does not need to be completed by then, but the inventory should be done. Ms. Martin stated she would look into potential grants to help with the project.

Chairman Stauffer made a motion to move forward with Barry Isett & Associates on the Service Line Identification Project, seconded by Vice-Chairman Bogert. Motion passed unanimously.

C. 36 South Buttonwood Street Curb Stop Issue

Ms. Martin stated that BIA is attempting to get the project 100% closed out. The contractor's company president passed away unexpectedly and she believes that is what the holdup has been. She will continue to communicate with the contractor, and her expectation is that it will be corrected prior to lawn maintenance commencing. Mr. McNair stated he has spoken with the resident.

D. Well #1 Blowoff Valve Replacement

Mr. McNair stated that when the well is going to be lowered it would be the best time to also do the valve replacement. The cost would be \$7,313.00.

Vice-Chairman Bogert made a motion to authorize the blowoff valve replacement by A.C. Schultes at a cost of \$7,313.00, seconded by Mr. Stauffer. Motion passed unanimously.

E. Purchase of 6" Ductile Iron Pipe

Mr. McNair stated that the stock of 6" Ductile Iron Pipe is running low, and he would like permission to purchase an additional quantity.

Chairman Stauffer made a motion to purchase 6” Ductile Iron Pipe from Ferguson Waterworks at a cost of \$1,095.84, seconded by Vice-Chairman Bogert. Motion passed unanimously.

F. Purchase of Replacement Maple Street Fire Hydrant

Mr. McNair stated that the fire hydrant on Maple Street was not able to be repaired and had to be replaced; they used what they had in stock and he is requesting approval to purchase the replacement to restock for the future.

Chairman Stauffer made a motion to authorize the purchase of replacement materials for the Maple Street Fire Hydrant at a cost of \$4,334.34 from Ferguson Waterworks, seconded by Ms. Walters. Motion passed unanimously.

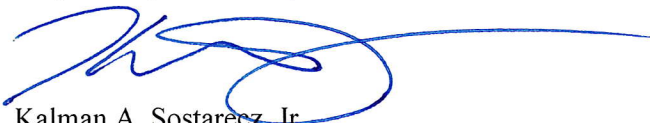
G. Cybersecurity Upgrades

Mr. McNair stated that DEP has provided a list of cybersecurity requirements that will need to be addressed. Sanitary inspection is due in 2027 and that is when DEP will be looking to see that everything is completed. No action is needed at this time.

X. Adjournment

Chairman Stauffer made a motion to adjourn the meeting at 7:36 p.m., seconded by Vice-Chairman Bogert. Motion passed unanimously.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'K. Sostarecz, Jr.', with a long horizontal flourish extending to the right.

Kalman A. Sostarecz, Jr.
Authority Secretary