

EAST BERLIN AREA JOINT AUTHORITY
103 LOCUST STREET, PO BOX 37
EAST BERLIN, PA 17316
December 5, 2013

The monthly meeting of the East Berlin Area Joint Authority was held December 5, 2013 at 103 Locust Street, East Berlin, PA 17316, and was conducted by Chairman Gerald L. Mummert. The meeting opened with the Pledge of Allegiance at 7PM.

Members Present: Gerald L. Mummert; John O'Brien; David Richards; Robert Clayton and Charles Krall
Also Present: Solicitor Matt Battersby; Secretary, Hannelore Furst; Treasurer, Charles Eisenhart; Bruce Hulshizer of Buchart-Horn; John Scrivens; and Nathan Boyer.

Minutes: *A motion was made by Robert Clayton to accept the minutes of November 7, 2013; with a second by John O'Brien. **Motion carried to accept the minutes as written.***

Payment of Bills: All members received a copy of the bills and receipts for November 2013, which totaled \$22,658.81 from the operational funds. *John O'Brien moved to pay the bills for November with a second by Robert Clayton. **Motion carried.*** David Richards questioned the cost of fixing the electrical panel at the pump house (\$705); the price was significantly lower than quoted.

Payment of December's Bills: *John O'Brien moved to pay the bills for December with the approval of the Chairman of the Board or the Treasurer; with a second by Robert Clayton. **Motion carried.***

Public Comment: None

Engineer's Report: Bruce Hulshizer of Buchart-Horn reported the Water Improvement Project is continuing. The control system should be completed by end of January. Also, the meter at Well #5 is not working properly, Bruce will ask B & R Electrical for a quote to fix meter at Well #5. At the pump house (Well #2) the service was fixed, and Bruce suggested to Nathan Boyer and John Scrivens fixing the one at Well #1 also. Bruce requested a quote from B & R Electrical for that; separate from the Water System Improvement project. The quote was \$1452.00 for a main breaker and \$845.00 for a fusible safety switch. After a brief discussion it was decided the Board prefer the main circuit breaker. *A motion was made by Robert Clayton to accept the quote of \$1452.00 for a main circuit breaker; with a second by Charles Krall. **Motion carried.***

Bruce Hulshizer mentioned the stone driveway eroding as discussed at last month's meeting, and he recommends putting a berm on the side of the driveway with some rip rap, Bruce will ask Mid-State Utility Contractors to do the work; but anticipates this will cost more money.

Bruce also received a response email from Susquehanna River Basin Commission (SRBC) about the aquifer testing and they are requesting additional monitoring sites, or at least pursue the monitoring sites, with an addendum to be sent back to them by March 2014. There would be 12 wells to monitor and 4 surface water places. SRBC would like us to directly monitor Ken Young's pond. The Authority is requested to approach him to ask his permission; if the Authority is unsuccessful; then SRBC would communicate with him. SRBC is interested in Mr. Young's pond because the reason why Well #5 was limited in pumping water, was because he complain 20+ years ago that the well affected his pond. To change the allowable pumping; SRBC needs direct data proof. Bruce has a sample letter to distribute to

the people this would effect in order to get their cooperation. The tentative date for testing the areas is February 2014. Charles Krall volunteered to meet with Ken Young to discuss the monitoring of his pond.

David Richards sent an email requesting info on the peak flows at the treatment plant; Bruce stated we do have high peak flows; which we will have to deal with eventually. The high peak flows come from either ground water or surface water getting into the sanitary sewer, either by sump pumps or down spouts. There was a brief discussion of televising the lines. Sump pumps are continuing to be checked when new meters are installed. Bruce mentioned thinking about capturing the inflow data electronically at the treatment plant by attaching it to the new panel that is being installed for the water system. Bruce will check with B & R Electrical on the cost of adding this to the panel.

Solicitor's Report: Solicitor Battersby stated he still has not received any response from Pennwood concerning the agreement. Chairman Mummert stated he would contact Charles Miller concerning the agreement, connection fees and the past due bill they requested a reduction on because of the leak. If the Chairman is not satisfied with the outcome of meeting with Charles Miller then Solicitor Battersby will be instructed to send Pennwood a formal letter.

Treasurer's Report: Charles Eisenhart reported there are 49 delinquent accounts of this date for a total of \$37,066.45. Another past due letter will be sent out in a few days.

Mr. Eisenhart went over a few item of the budget. One of the items in question was the salary of the employees. Salaries would be discussed in an executive session. The water general expense for office was increased to \$4,000 and sewer general expense for office to \$3,500. The increase was due to buying a demo unit of a LMQ folder sealer for \$2,200; which comes with a one year parts and labor warranty, once a year cleaning and loaner if needed. The machine would save on time and expenses. *A motion was made by Charles Krall to buy the LMQ Folder/Sealer Demo unit for \$2,200.00; with a second by Robert Clayton. Motion carried.* The revenues were recalculated-Water \$200,000.00 and Sewer 295,796.00; capital expense revenues-Water 72,443.00 and Sewer 244,579.00. We added \$10,000.00 to the Water Capital Expenses for valve replacements. Bruce suggested adding approximately \$7,000.00 to Sewer Maintenance & Repair (429.370) for televising the West King Street lines. David Richards questioned the loss of sewer capital of about \$20,000, and wondered if the Authority anticipates raising the rates. The Authority will have to raise the sewer rates eventually, but right now there is \$75,725.00 in the Sewer Capital Expense Fund and \$65,000.00 in a CD. *A motion was made by John O'Brien and a second by Robert Clayton to accept the budget as amended subject to salaries. Motion carried.*

New Business: Chairman Mummert brought to the Board's attention that David Richards' term is expiring at the end of the year and he has two applicants; Rick Saxon and David Trump. Mr. Richards stated he turned his application for re appointment into the Borough. There was a brief discussion on the qualification of an appointed member. The subject was brought up concerning whether a person can have an outstanding utility bill and be considered for appointment. The solicitor stated it would be a conflict of interest. The applications will be turned over to the Borough Council for their appointment to the Authority Board.

Charles Krall suggested the January meeting be held on January 9, 2014. *A motion was made by Charles Krall to hold January meeting on January 9, 2014; with a second by Robert Clayton. Motion carried.*

Old Business: The meter for the fire company has been picked up, and a letter was sent to the Fire Company requested they have it installed before the end of the year. The intent is for monitoring purposes at this time, and not be charged for the water usage; subject to change.

Operator's Report:

Nathan Boyer – Nathan reported he now has his complete sewer license; and partial water license. Ryan has partial water and sewer licenses.

John Scrivens –John reported the Stage II monitoring report has been submitted by him.

Correspondence:

Email from Tonja Scott of Hall Associates concerning 12/18/13 meeting of OA Municipalities to address peak flow options. Letter from Susquehanna Bank-Thanking us for being a valuable customer. We received the insurance claim check for lightening damage on 9/12/2013 in the amount of \$12,730.49.

We received a proposal for services for 2014 from LABS. Chairman Mummert went over the fee rates and because DEP is requesting more testing and the increase will be about \$1400.00 for this testing. *A motion was made by Robert Clayton to accept LABS rate proposal; with a second by Charles Krall.*

Motion carried.

The Board was reminded there will be a holiday gathering on December 19, 2013 from 12 Noon to 2 PM.

EXECUTIVE MEETING: 8:10 PM-To discuss the wages for the budget. Executive meeting ended 8:40 PM. *A motion was made by Charles Krall that the Authority approves the wage increases presented by the personnel committee; which is a 3% increase; with a second by Robert Clayton. This recommendation is already covered by the 2014 budget.* **Motion carried.** No additional budget action needed.

2014 BUDGET:

Water Revenues-\$200,225.00

Water Expenses-\$167,008.00

Sewer Revenues-\$295,896.04

Sewer Expenses-\$226,958.00

Capital Water Revenues-\$72,443.00

Capital Water Expenses-\$42,832.68

Capital Sewer Revenues-\$244,579.00

Capital Sewer Expenses-\$263,160.36

There being no further business, *Charles Krall made a motion to adjourn the meeting; with a second by Robert Clayton.* **Motion carried.**

Meeting adjourned at 8:45 PM. Next meeting will be held January 9, 2014 at 103 Locust Street at 7 PM.

Gerald L. Mummert, Chairman EBAJA

ATTEST:

Hannelore B. Furst,
Secretary EBAJA