

# BOROUGH OF LEMOYNE

"The little town that has it all!"

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## Lemoine Borough Council

### Sewer Committee Meeting

**January 16, 2014 – 7:00 p.m.**

1. **Call to Order** – The Sewer Committee of the Lemoine Borough Council was called to order on Thursday January 16, 2014 at 7:40 p.m. with Roi Baptiste presiding.
2. **Roll Call** – Present at roll call were Roi Baptiste, Chairman and Committee Member Stacy Gromlich. Also present were Borough Manager Robert Ihlien, Mayor Larissa York and Sewer Department Supervisor O'Neill.
3. **Public Comments** – There were no public comments made at the meeting.
4. **Review of Previous Minutes** – The Committee agreed this practice will commence in February.
5. **Unfinished Business**

#### **A. – Sewer Fund Budget and Financial Administration**

**Review of Sewer Fund Revenues/Expenditures** – Mr. Ihlein provided the monthly revenue/expenditure reports. The Committee discussed the Period 13 report which includes a year-to-date total for each line item. The transfer of 2013 revenues into the sewer capital reserve has been discussed and approved as a part of the budget process, and following review of the Period 13 report, Ms. Gromlich made a motion to transfer \$315k into the sewer capital reserve fund, and carry over any remaining balance into the 2014 budget. Following a second by Mr. Baptiste, motion passed with 2 Aye and 0 Nay votes. This will be the Committee's recommendation to Borough Council.

**Delinquent Account Collections** – Mr. Ihlein reported that progress is being made collecting delinquent account balances. He provided a report prepared by Ms. Blair summarizing the A/R balance total, including a breakdown by delinquent period(s), total number and amount of accounts having liens placed and the total number and amount of accounts referred to the Credit Bureau of York.

**Changes to Sewer Billing and Payment Process** – Mr. Ihlein reported that Diversified Technologies began to develop their database yesterday. He noted that one advantage of working with Diversified is that Borough staff logs into the Diversified database to make and adjust entries, no software had to be purchased by the Borough.

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**Changes to Sewer Billing and Payment Process** (cont'd) – Mr. Ihlein advised that the first bills will be generated by the end of next week.

**B. – Sewage Facilities** – Mr. O'Neill advised the Committee that at the LMA meeting Tuesday evening, a quote was accepted for the demolition of the Spangler Road pump station. O'Neill advised that power to the station will remain on until the demolition occurs. He stated that there is groundwater entering the station wetwell which must be pumped out until the station is demolished, this should be completed by the end of February.

**Treatment Plant Upgrade**– Mr. O'Neill advised the Committee on the construction progress. He reported that the deck and inlet piping for Final Clarifier #3 is poured and installed and the tank walls are in the process of being formed and poured this week. He reported that the plant experienced severe problems with the recent cold weather, including a total freeze-up of the final clarifier, and freezing of water supply lines at various points throughout the plant. Fortunately, the unit was only out of service for a short period before staff removed the ice and placed back on-line.

**Next Meeting** – The date of the next Sewer Committee meeting is tentatively set for Thursday February 20, 2014 at 7:00 p.m.

There being no further business to discuss, Chairman Baptiste declared the meeting adjourned at 8:55 p.m.

Respectfully submitted,

John P. O'Neill  
Sewer Department Supervisor

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Our **MISSION**: *"Serve and protect the quality of life for our citizens, be fiscally responsible and promote a prosperous business environment."*