

BOROUGH OF LEMOYNE

"The little town that has it all!"

Lemoyne Borough Council

Sewer Committee Meeting

February 20, 2014 – 7:00 p.m.

1. **Call to Order** – The Sewer Committee of the Lemoyne Borough Council was called to order on Thursday February 20, 2014 at 7:40 p.m. at the Lemoyne Borough Offices, 510 Herman Avenue Lemoyne, PA, with Roi Baptiste presiding.
2. **Roll Call** – Present at roll call were Roi Baptiste, Chairman and Committee Members Stacy Gromlich and Dennis McGee. Also present were Borough Manager Robert Ihlein, Mayor Larissa York and Sewer Department Supervisor O'Neill.
3. **Public Comments** – Mr. Dan Green of Woodside Avenue advised the Committee that he and his wife have recently relocated to Lemoyne and are interested in serving on a Committee or Board as needed by the Borough. Mr. Green stated that he is familiar with the concept of Authority financing municipal projects, having served in municipal government prior to relocating.
4. **Review of Previous Minutes** – The Committee agreed this practice will commence in March with a review of the February minutes. After discussion, the Committee agreed that the draft minutes will be sent to all members for review once they are prepared.
5. **Unfinished Business**

A. – Sewer Fund Budget and Financial Administration

1. **Review of Sewer Fund Revenues/Expenditures** – Mr. Ihlein provided the monthly financial status reports. The Committee discussed the new sewer rates and their impact on customers.
2. **Delinquent Account Collections** – Mr. Ihlein reported that progress continues as indicated by the decreasing A/R balance for old delinquent accounts.
3. **Changes to Sewer Billing and Payment Process** – Mr. Ihlein reported that Diversified utilizes a V.U.B. or Visual Utility Billing format which the staff is acclimating well to. Payments are being processed in-house utilizing the bar-code reader. Most problems with the first set of bills were related to issues with the data provided by PA American Water.

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4. **Department Personnel** – An executive session was held to discuss department staffing .

5. **Appointment to the Lemoyne Municipal Authority Board** – The Committee discussed issues related to the authority appointment or reappointment that had been tabled. Mr. McGee made a motion to recommend that Borough Council reappoint Mr. Ray Grandon to the LMA Board. Mr. Baptiste seconded the motion. Following discussion, motion passed with 2 Aye and 1 Nay votes.

B. – Sewage Facilities – Mr. O'Neill advised the Committee that the Herman Avenue project will begin the first week in March. Mr. Ihlein has prepared notices for the residents and they will be hand delivered prior to the project start date.

Treatment Plant Upgrade– Mr. O'Neill provided an update on the treatment plant upgrade construction progress. He reported that the recent cold weather has slowed progress, but the trial run for the elimination of the primary clarifier is set to start on time during the last week of March. If the trial is successful, it is expected to decrease the project duration by several weeks.

6. **New Business** – The Committee discussed charging penalties on past due accounts. Following discussion the Committee agreed to wait until the new billing process is firmly established, and then assess penalties on past due accounts.

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

There being no further business to discuss, Chairman Baptiste declared the meeting adjourned at 8:45 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."*