

BOROUGH OF LEMOYNE

"The little town that has it all!"

Sewer Committee

Minutes for the Meeting Held on November 19, 2015 at 7:30 PM

1. Call to order

A meeting of the Sewer Committee of the Lemoyne Borough Council was held on Thursday, November 19, 2105 at Lemoyne Borough Hall, 510 Herman Avenue, Lemoyne, PA. Meeting was called to order at 7:43 PM by Chairperson Stacy Gromlich.

2. Roll Call – Present at the meeting were members Sue Yenchko and Dennis McGee. Staff present were Robert Ihlein, Borough Manager, Tim Travitz, Sewer Plant Supervisor, Karen Unger, Executive Assistant and Audra Spilewski, OfficeManager/Borough Treasurer.

3. Public Comments

There were no comments.

4. Review of the minutes from the previous meeting on October15 17, 2015

Ms. Yenchko made a motion to approve the minutes from the October 15, 2015 meeting as amended. Motion was seconded and unanimously approved.

5. Unfinished Business

A. Sewer Fund Budget and Financial Administration

1. Review of Sewer Fund Revenues/Expenditures

Mr. Ihlein provided a written spreadsheet and graph of expenditures for review by the Committee.

2. Report on Accounts Receivable and Delinquent Account Collections/Water Shut Offs

Mr. Ihlein provided an accounts receivable past due report. The Borough Solicitor is making headway on debt collection. The November bills were delayed in order to make sure the new billing was correct before sending to the residents.

3. Department Personnel – Verbal Update

Mr. Ihlein reported that the third shift at the sewer plant has been discontinued. Second shift will continue until the New Year. The SCADA system is working properly. The assistant supervisor position has

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been budgeted for 2016. Cathy Blair will be retiring from the Borough Office on November 25, 2015.

B. Sewage Facilities

1. Verbal Report on Collection System and Pump Station Operations – Tim Travitz

Mr. Travitz thanked the Committee for their understanding during his recent bereavement. The plant is using digestive enzyme on the pump stations. Mr. Travitz received a report from the potential buyer of the lot on Susquehanna Court requesting information about sewer line connections and an application for the new facility at Lowther and Susquehanna Court. There was a backup reported on Herman Avenue.

2. Verbal Report on Treatment Plant Upgrade Project – Tim Travitz

The faulty doors locks throughout the plant are being repaired. The centrifuge was tested and will need follow up testing. The automatic sampler was not working properly and one had to be rented. There were problems centrifuge's emergency stop alarm. It was a problem with faulty switches.

3. DEP Review

There was no report.

4. Situation with Dillsburg Excavating and Septic Company

The Borough has been working with them since 2009. An older check and invoice was found in Jack O'Neil's old office. Mr. Ihlein sent a letter to Dillsburg Septic about the past due amount(s) and requested a response by November 30, 2015. Dillsburg Septic has been making regular payments and are catching up.

C. Lemoyne Municipal Authority

1. Verbal report from meeting held on November 10, 2015.

Mr. Ihlein provided a written report from the meeting.

6. New Business

- A. Update Sewer Ordinance – want required air testing for the new sewer laterals and grease trap clean out requirement – Annville – update from attorney

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The Solicitor provided samples from neighboring Authorities: Derry Township, Swatara Township, North Lebanon Township and Silver Springs Township. Mr. Travitz and Charles Moll will review these samples and report back at the meeting next month.

- B. Increase revenue by accepting outside sewerage – goal to add new vendor each month

Mr. Moll stated that the Borough should allow current haulers to bring in more septage. He was working with Walters to bring in more.

- C. Optional average for sewer bill customer – update from discussion with billing vendor

Mr. Ihlein provided a report from Diversified Technology Corp. explaining how a budget billing plan for sewer customers. This extra service would cost the Borough about \$60 a month. It was suggested to put a survey insert in a billing for residents to fill out and report back to the Borough if there is any interest in having this service available. The survey insert would also encourage the use of the ACH payment feature for budget billing.

- D. Lowther Street and possible other customers with septic tanks

Mr. Ihlein will look at the IOLDS (Individual On Lot Disposal System) ordinances from Lebanon and Silver Spring Townships and there is the model DEP ordinance.

- E. Transfer of \$79,300 from operating fund to the capital reserve fund per the current budget

Mr. Ihlein reported this is per the budget and is an internal transfer. Ms. Yenchko made a motion to transfer these funds. Motion was seconded and unanimously approved.

- 7. Announcements/Next Meeting – December 17, 2015 at 7:30PM

- 8. Adjournment

Seeing no further business, Ms. Gromlich motioned to adjourn the meeting at 9:00PM

Minutes submitted by Karen Unger, Executive Assistant.