

BOROUGH OF LEMOYNE

"The little town that has it all!"

Sewer Committee

Minutes for the Meeting Held on July 21, 2016 at 7:30 PM

1. Call to order

A meeting of the Sewer Committee of the Lemoyne Borough Council was held on Thursday, July 21, 2016 at Lemoyne Borough Hall, 510 Herman Avenue, Lemoyne, PA. Chairperson Dan Green called the meeting to order at 7:38PM.

2. Roll Call

Committee members present were Dennis McGee and Zachary Border. Staff members present were Robert Ihlein, Borough Manager, Karen Unger, Executive Assistant and Audra Spilewski, Office Manager/Borough Treasurer.

3. Public Comments

There were no comments.

4. Review of the minutes from the previous meeting on June 16, 2016

Mr. McGee made a motion to approve the minutes as written. Motion was seconded and unanimously approved.

5. Unfinished Business

A. Sewer Fund Budget and Financial Administration

1. Review of Sewer Fund Revenues/Expenditures

Mrs. Spilewski provided a written report outlining expenses for the month which was reviewed with the Committee.

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

Mrs. Spilewski provided a written report for review and discussion. She reported that there is a possible water shut off pending. She also provided a procedure for shutting off water service. It mirrors procedures used by PA American Water Company. The next step after water shut off is filing for an eviction notice from the Magisterial District Justice.

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B. Sewage Facilities

1. Verbal Report on Collection System and Pump Station Operations

There was no report.

2. Verbal Report on Treatment Plant Upgrade Project

There was no report.

C. Lemoyne Municipal Authority

1. Verbal report from meeting held on July 13, 2016

Mr. Green gave a verbal report from the meeting. The subject was about the pending litigation. He also reported that Stacy Gromlich has filled the vacancy on the Board.

D. Ordinances

1. Standards for new connections and commercial businesses – Tim Travitz

This issue was tabled.

2. Individual on-lot sewerage disposal systems

Mr. Ihlein will set up a meeting with affected owners of these systems. This meeting is tentatively scheduled for August 30, 2016 starting at 6:00PM. Letters will be sent to the property owners inviting them to attend this meeting.

6. New Business

A. Report from Borough Manager

Mr. Ihlein handed out a written report for review and discussion by the Committee. There is no new business to discuss. He also provided a handout from the DCED on the Early Intervention Program which could provide assistance for many things including valuation of assets. A motion was made by Mr. McGee to send this to Council for review and approval. The motion was seconded and unanimously approved.

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- B. Request for qualifications for a professional to perform an evaluation of treatment plan and collection system assets

Mr. Green requested a joint meeting of Council and the LMA be set up to meet and interview possible engineering and legal consultants. This meeting is tentatively scheduled for August 30, 2016 at 7:00PM.

- C. Public meeting to gauge interest in the sale of waste water treatment plant

This item is on hold.

- D. Paving contracts for patching Hummel Avenue

Mr. Ihlein provided three proposals for review. The proposals will be presented for approval at the next Council meeting.

7. Announcements/Next Meeting – next meeting will be held on September 15, 2016 at 7:30PM.

8. Adjournment

Seeing no further business, Mr. Green adjourned the meeting at 8:50PM.

Minutes submitted Karen Unger, Executive Assistant.