

BOROUGH OF LEMOYNE

"The little town that has it all!"

Sewer Committee

Minutes of the Meeting Held on October 16, 2014

1. Call to Order

A meeting of the Sewer Committee of Lemoyne Borough Council was held on Thursday, October 16, 2014 the Lemoyne Borough Hall, 510 Herman Avenue Lemoyne, PA. Chairwoman Stacy Gromlich called the meeting to order at 7:55 p.m.

2. Roll Call

Present at roll call were Committee members Suzanne Yenchko and Dennis McGee.

3. Public Comments

There were no comments.

4. Review of Previous Minutes

Mr. McGee made a motion to accept the minutes of the September 18 meeting as written. Ms. Yenchko seconded the motion, and it was passed unanimously.

5. Unfinished Business

A. Sewer Fund Budget and Financial Administration

1. Review of Sewer Fund Revenues/Expenditures

Robert Ihlein, Borough Manager, presented a graphical report showing revenues and expenditures for the past 12 months. The Committee discussed the draft 2015 Sewer Fund budget and recommended two changes. One was to calculate making payments on a new flusher truck over five years. Estimated payments would be about \$53,000 per year. The Committee is also recommending the hiring of a part time clerk to help take care of paper work and files. The estimated cost would be \$24,000 per year. These changes would allow balancing the budget with an \$80,000 transfer to the sewer capital reserve fund.

2. Accounts Receivable and Delinquent Account Collections

Mr. Ihlein presented a report that showed the Accounts Receivable Aging. The total amount outstanding decreased from September to October. The efforts of staff to collect on delinquent accounts have been effective.

3. Water Shut-Off for Delinquent Accounts

Kathryn Morrow, Office Manager, reported that the second customer was actually cut off from water service. A new round of letters went out on October 7th representing total amount due of \$13,000. This may be the last round for the year because state law prevents the water company from shutting off water service from December through March. There was discussion on the question of the

BOROUGH OF LEMOYNE

"The little town that has it all!"

habitability of dwellings after public water service has been disconnected. Mr. Ihlein reported that there is no state law that addresses the issue, but overall sanitary conditions of a dwelling unit are covered in the International Property Maintenance Code. The Borough may need to pass an ordinance that dictates the condemnation of dwellings when they become unsafe and/or unsanitary.

4. Department Personnel

Mr. Ihlein reported that he has discussed the staffing needs with Sewer Department Supervisor Tim Travitz, and they are in agreement that they would like to pursue hiring for the Collection System Foreman position that Council approved earlier this year. The Committee recommended funding the position in the 2015 budget.

B. Sewage Facilities

1. Collection System and Pump Station Operations

Mr. Travitz reported last month on an issue with the sewer main on Fifth Street near Apple Street. There is a partial collapse in the pipe and it needs to be repaired. He has received three work proposals and E.K. Services provided the lowest one. Mr. Travitz will move forward with them to repair the line.

Mr. Travitz also reported that he is now working Heim Electric to repair work needed at the Plaza Pumping Station. They are waiting for parts to arrive.

Mr. Travitz reported that the company that sells the flusher trucks brought a demo unit for the staff to look at. They tested it by flushing a line on Market Street. The price of the unit is approximately \$250,000. The sales representative said he anticipates a price increase of about 3% in the first quarter of 2015 and the Borough could lock in the current price with a purchase order. It takes 90 to 120 days to fill the order, and the Borough would be billed at the time of delivery.

2. Treatment Plant Upgrade

The construction project is more than 68% complete at this point in time, and appears to be on schedule. The substantial completion deadline is April 24, 2015.

Charles Moll, Plant Operator, requested permission to purchase a Muffle Furnace for the lab for about \$1,000. The furnace is used to conduct certain tests and the old one does not function well anymore. The Committee agreed to the purchase.

C. Lemoyne Municipal Authority

BOROUGH OF LEMOYNE

"The little town that has it all!"

The Authority was scheduled to hold a meeting on October 14, 2014. Mr. Ihlein reported he was present and that only one member of the Board was able to attend, so there was no quorum. The Board may need to hold a special meeting before the regular November meeting to approve bills for payment

6. New Business

A. Concerns over Commercial Sewer Account Increase (Strategic Plan Priority #6)

Mr. Hesse is still working on possible rate scenarios based on water consumption data for 2013. Ms. Gromlich has scheduled another meeting with the focus group for October 22nd at 5:00 pm.

B. Situation with Dillsburg Excavating and Septic Company

Mr. Ihlein reported he is working with the company to resolve this issue by the end of November.

C. Control Inflow & Infiltration and Create a Plan to Work with Property Owners (Strategic Plan Priority #7)

Mr. Moll reported that the manhole inserts can be purchased for about \$25 each. There are close to 700 manholes in the system. The Committee recommended purchasing some soon and installing them. Mr. Moll suggested meeting with the engineers from Bucharthorn to review the data generated by the metering system.

D. Ordinance to Required Air Testing for New Sewer Laterals and Grease Trap Clean Out Requirements

The Committee agreed that the ordinance and resolution that dates from 1988 should be updated and will place it on the task list for 2015. Mr. Moll brought a sample ordinance from Annville that the Committee began to review. They would like other samples, and asked Mr. Ihlein to check with Lower Allen and Hampden Townships. Mr. McGee will try to get one from a friend in Wesleyville Borough. The Committee will begin reviewing these next month.

E. DEP Review

Mr. Moll reported he has been communicating with one inspector to follow up on the requests he made as a result of his last inspection.

F. Increase Revenue by Accepting More Septage

This activity is on hold until the new treatment process is online in 2015.

G. Large Water Bill Due to Leak

BOROUGH OF LEMOYNE

"The little town that has it all!"

Mr. Travitz reported to the Committee last month that there was a leak in the water pipe servicing the treatment plant. The Borough received a water bill for \$90,000. Mrs. Morrow contacted the water company for a leak credit, and they reduced the bill by \$31,400. This still leaves an outstanding bill of about \$60,000. Ms. Yenchko will contact the water company to see if any other credits can be issued. Mr. Travitz has started a routine of a weekly check of that meter to help prevent problems in the future. The Committee recommended that the entire length of the pipe be checked to be sure there are no other ongoing leaks.

7. Next Meeting

The next Sewer Committee meeting is scheduled for Thursday, November 20, 2014 at 7:30 p.m.

8. Adjournment

There being no further business to discuss Ms. Gromlich adjourned the meeting at 9:25 pm.

Minutes submitted by Robert Ihlein; approved by the Committee on 11/20/14