

BOROUGH OF LEMOYNE

"The little town that has it all!"

Sewer Committee

Minutes of the Meeting Held on November 20, 2014

1. Call to Order

A meeting of the Sewer Committee of Lemoyne Borough Council was held on Thursday, November 20, 2014 at the Lemoyne Borough Hall, 510 Herman Avenue Lemoyne, PA. Chairwoman Stacy Gromlich called the meeting to order at 7:45 p.m.

2. Roll Call

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

3. Public Comments

Rick Stark of Warren Street was present. He thought this was the meeting of the Ordinance and Zoning Committee, and made a few comments regarding the proposed Rental Property Registration and Inspection ordinance.

4. Review of Previous Minutes

Mr. McGee made a motion to approve the minutes of the September 18 meeting as written. The motion was seconded 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. A copy is attached to these minutes. The Borough made a payment of \$267,000 to the Municipal Authority in October. This payment represents the balance of the Debt Service and Lease Rental payment for the year. The Committee discussed the draft 2015 Sewer Fund budget. Mr. Ihlein is requesting an additional \$4,000 in the Wages expense to use as incentives for the management team to complete a significant project or achieve a new certification. The Committee will consider this request.

2. Accounts Receivable and Delinquent Account Collections

Mr. Ihlein presented a report that showed the Accounts Receivable Aging. The total amount outstanding decreased from October into November. The efforts of Cathy Blair and Kathy Morrow to collect on delinquent accounts have been effective, especially when the water shut off process has been implemented.

3. Department Personnel

Mr. Ihlein reported that the situation with staff has changed again with the

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departure of Gerald Treon, the Plant Chemist. He also held an Operators License. Hiring someone with a license is now the highest priority, and this person should be the new Assistant Department Supervisor.

Now there is also a need to hire someone who can fill the role of Chemist. This is currently a position covered by the Union Contract. Charles Moll, Chief Operator, explained that a college degree is not necessary, but the person must be able to pass the "proficiency tests" that PA Department of Environmental Protection uses to certify the laboratories. The test kits can be purchased commercially and he could use them to determine whether a person could pass the official test. Mr. Moll reported the tests Mr. Treon was doing are now being sent out to a commercial lab, which would run \$15-\$16,000 annually. This is okay for now, but would be more cost-effective in the long run for the Borough to have its own chemist on-site.

Mr. Ihlein reported that the departure of Mr. Treon meant the Borough was going to have only one licensed operator on-site. He was aware that the construction inspector from Buchart-Horn working on site has a license. His name is Brian Groce, and both he and his company have agreed to be listed as a backup operator to Mr. Moll.

Mr. Ihlein reported he had a discussion with Tim Travitz, acting Department Supervisor, about the need to have a person on duty 24/7. Mr. Travitz responded that the main need at this point in time is to have that person monitor the diesel pump at the head works. Once the new pumps and controls are in there may not be the need to have a person on duty all the time. Mr. Ihlein suggested that going to 10 hour shifts instead of 8 hours could be something that would reduce overall manpower needs, but would have to be approved by the Union.

B. Sewage Facilities

1. Collection System and Pump Station Operations

Mr. Travitz reported the issue with a partially collapsed sewer main on Fifth Street near Apple Street has been repaired by E.K. Services.

Mr. Travitz also reported that Heim Electric completed the repair work needed at the Plaza Pumping Station. The facility is now working well on its own.

Mr. Travitz reported that he has been having issues with the backup generator at the Northside Pump Station. It has not been firing up during its weekly scheduled test runs. He will be getting a contractor to help investigate the problem.

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Mr. Moll reported that he called several suppliers for quotes on manhole caps. These will help prevent inflow of stormwater into the system. Nazz Tech has offered the best price of \$25.50 if 100 or more are ordered. Mr. Ihlein stated it was a budgeted expense and he would approve the purchase order for 100.

Mr. Ihlein reported that he has set up a meeting with staff from Bucharth-Horn Engineering to review flow data from the system monitoring devices. There is more than a year's worth of data now, and an analysis could prove useful in identifying parts of the collection system that have the most infiltration and inflow. He will report back to the Committee next month on this meeting.

2. Treatment Plant Upgrade

The construction project is more than 75% complete at this point in time, and appears to be on schedule. The substantial completion deadline is April 24, 2015.

C. Lemoyne Municipal Authority

The Authority held a meeting on November 11, 2014. Mr. Ihlein reported he was present and it was a typical business meeting with only one item of importance to the Borough. Bruce Barnes, the current Treasurer for the LMA, has stated a number of times that he does not want to continue to serve after his term expires at the end of this year. The Committee instructed Mr. Ihlein to advertise for candidates, and to have interested persons appear at their December meeting to be interviewed.

6. New Business

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

Ms. Gromlich reported she held another meeting with the commercial account focus group on October 22nd. Mr. Hesse is still working on possible rate scenarios and presented a new block rate structure that would help some of the large commercial accounts, but raise the fees on larger residential users. She would like to have further discussions next month and may ask Council to look at implementing new rates perhaps in April.

B. Situation with Dillsburg Excavating and Septic Company

Mr. Ihlein reported he is working with the company to resolve reporting issues. The more critical aspect is getting their information back through 2009 to report the quantities to PADEP as required. The Borough had not set rates for treatment of septage until earlier this year, so he will seek out a financial settlement agreeable to both parties.

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

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Mr. Ihlein suggested the meeting with the engineers from Buchart-Horn to review the data generated by the metering system may help identify neighborhoods where buildings may have rain water discharges connected to the sanitary sewer system. Reducing this inflow would mean reducing the peak flows at the Plant and thus help reduce operating costs. A program to identify these connections will need to be developed.

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

This item was tabled until next month.

E. DEP Review

Mr. Moll reported the information on waste brought in by outside haulers is due to them by the end of this year. Ms. Yenchko had been volunteering some of her time to look through boxes of files to see if she can find receipts that would be helpful to solve this issue.

F. Increase Revenue by Accepting More Septage

This activity is limited until the new treatment process is online in 2015. Mr. Travitz reported that he, along with Mr. Moll and Mr. Ihlein watched a presentation from Envirep regarding a new technology for automating and controlling the unloading of septage from tankers. The machine is called "The Beast", and has various features, including a rotating mechanism to remove grit and other trash from the wastewater before it is released into the Plant. This equipment costs about \$250,000 and is new to the American market. There are other products in the market. This technology would be worthy of further consideration as the Borough looks to accept more septage in future years.

7. Next Meeting

The next Sewer Committee meeting is scheduled for Thursday, December 18, 2014 at 7:30 p.m.

8. Adjournment

There being no further business to discuss Ms. Gromlich adjourned the meeting at 9:15 pm.

Minutes submitted by Robert Ihlein; approved by the Committee on 11/20/2014 with corrections to paragraphs 5.A.3, 5.B.1, 6.A, 6.D, and 6.F.