

LYKENS BOROUGH AUTHORITY MINUTES

The Lykens Borough Authority held their regularly scheduled monthly meeting on Wednesday February 8, 2017 at 6:00 p.m., in the Lykens Municipal Building, 200 Main Street, Lykens. Chairman Robert Schreffler presided over the meeting. The Pledge of Allegiance was recited followed by roll call.

PRESENT:

William Hart
Robert Schreffler
Dave Ney
Paul Johns
Sean Flynn
Kerry Teter

ALSO PRESENT:

Joseph Kerwin, Solicitor
Judith Musick, Treasurer
Dan Schell, Supervisor of Operations
Bonnie Krepich, Citizen
Stanley Engle, Citizen
Jeanette M. Crabb, Secretary

APPROVAL OF THE MINUTES:

Upon a motion by Vice Chairman William Hart and seconded by Kerry Teter the minutes from the January 11, 2017 monthly meeting were approved.

At this time the bid opening for the sale of the 2003 GMC Sierra Truck took place. The following sealed bids were submitted.

1. Charles Burkholder in the amount of \$6,600.00.
2. Rynold in the amount of \$5,000.00.
3. DeNaples in the amount of \$475.00.
4. Mr. Ronald Duncan in the amount of \$1,552.00.
5. Zachary Smeltz in the amount of \$5,634.22.

6. Steve Slodysko in the amount of \$1,456.56.
7. Glenn Barder in the amount of \$6,010.00.
8. Chautauqua Hydroseeding in the amount of \$6,151.00.
9. Josh Henschel in the amount of \$6,350.00.

Upon a motion by David Ney and seconded by Vice Chairman William Hart the highest bid submitted by Charles Burkholder in the amount of \$6,600.00 was awarded the 2003 GMC Sierra Truck.

RECOGNITION OF CITIZENS: N/A

OFFICE & GENERAL BUSINESS:

A written report was submitted by the Secretary to all members.

At this time a discussion took place regarding the proposed increase submitted by L. Samuel Deegan, CPA, PC for the 2016 annual audit. The proposed fee will increase from \$7,000.00 to \$8,500.00. This issue has been tabled until next month.

Upon a motion by Kerry Teter and seconded by Vice Chairman William Hart the Secretary's Report was accepted.

SOLICITOR'S REPORT:

Solicitor Kerwin reported all accounts that are delinquent for water and sewer have current liens filed and we are collecting the liens as the properties are sold or foreclosed on.

Solicitor Kerwin reported he is waiting on a few quotes from auditors to come in for review. Kerwin said he has contacted several firms and they have agreed to provide a quote. The firms are Reinhart & Co., David Hoover and Lisa Shrawder. Out of the firms Lisa is a CPA and could do both the Borough and Authority's audits.

Kerwin explained the Borough does not need a CPA to do their audits but the Authority does.

Upon a motion by Paul Johns and seconded by Dave Ney the Solicitor's Report was accepted.

SUPERVISOR OF OPERATIONS REPORT FOR WATER & SEWER:

A written report was submitted by Supervisor of Operations, Dan Schell for water & sewer.

Upon a motion by Paul Johns and seconded by Vice Chairman William Hart permission to have GHD complete the Chapter 94 report in the amount of \$950.00 was given.

At this time a short discussion took place on purchasing a tamper and a trench box. Supervisor of Operations, Dan Schell obtained 3 quotes for the trench box but only 2 quotes for the tamper. The Board advised that they would like 3 quotes on any item over \$800.00.

Upon a motion by Kerry Teter and seconded by Paul Johns the Supervisor of Operations Report was accepted for water and sewer.

TREASURER'S REPORT FOR WATER AND SEWER:

A written report was submitted by Treasurer Judith Musick.

Ordinary and necessary expenditures that have been paid for the month of January are included on the Treasurer's report. Upon a motion by Vice Chairman William Hart and seconded by Kerry Teter the Treasurer's reports were accepted with permission to pay the following bills:

Water

1. Eichelbergers, Inc. in the amount of \$2,214.29 for well maintenance.
2. Glace Associates in the amount of \$168.75 for Engineering related to the Wiconisco Storage Tank.
3. Glace Associates in the amount of \$951.50 for Engineering related to the WTP filter upgrade project.

Sewer

1. GHD in the amount of \$855.51 for Engineer work related to the Wiconisco Creek Sewer Inceptor Lining Project.

At this time a short discussion took place on what department the guys are suppose to be using as their home department for payroll purposes.

Upon a motion by David Ney and seconded by Kerry Teter the following will be the home department for each guy. Marlin Romberger will be paid from water, Timothy Leshner will be paid from sewer and Daniel Schell will be split 50/50 water & sewer.

Paul Johns explained it was told at the budget meeting that the Borough will pay all snow plowing wages outside of the normal working day.

Upon a motion by Vice Chairman William Hart and seconded by Paul Johns the Board has appointed Supervisor of Operations, Dan Schell in charge of determining when an out of the

ordinary situation or an emergency that causes an employee whom has already worked a 40 hour week will be paid overtime instead of comp time.

AT THIS TIME 7:15 P.M. AN EXECUTIVE SESSION TOOK PLACE FOR PERSONNEL ISSUES.

ADJOURNMENT:

There being no further business to come before the Board the meeting was adjourned at 7:20 PM. upon a motion by Paul Johns and seconded by Kerry Teter.

Jeanette M. Crabb,

Authority Office Secretary