

**LYKENS BOROUGH AUTHORITY
MINUTES**

The Lykens Borough Authority held their regularly scheduled monthly meeting on Wednesday December 13, 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:

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

ALSO PRESENT:

Joseph Kerwin, Solicitor
Dan Schell, Supervisor of Operations
Tim Leshner, WWTP Operator
Gary Bopp, Council President
Bonnie Krepich, Citizen
Nathan Pandal, Borough Public Works
Jeanette M. Crabb, Recording Secretary

APPROVAL OF THE MINUTES:

Upon a motion by Kerry Teter and seconded by David Ney the minutes from the November 8, 2017 monthly meeting were approved.

At this time the bid opening for the sale of the 1988 John Deere 310 C. Backhoe took place.

There were 12 bids submitted.

1. Mike Pahira in the amount of \$12,500.00
2. Jonathan Pike in the amount of \$5,600.00
3. Valley HVAC in the amount of \$5,122.70
4. Don Puceta in the amount of \$5,000.00
5. Bruce Maufair in the amount of \$7,452.00
6. Steve Walter in the amount of \$10,326.00
7. Michael Holmes in the amount of \$12,000.00
8. Donald Gladfelter in the amount of \$9,600.00
9. W. George in the amount of \$8,600.00

10. Real Deal Sealcoating in the amount of \$4,000.00
11. Mark Brehm in the amount of \$4,027.00
12. M.W. Krone in the amount of \$6,150.00

Upon a motion by Kerry Teter and seconded by David Ney the award was given to the bid submitted by Mike Pahira in the amount of \$12,500.00

RECOGNITION OF CITIZENS: N/A

OFFICE & GENERAL BUSINESS:

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

Upon a motion by Paul Johns and seconded by Kerry Teter the resignation of Treasurer Judith Musick was accepted.

Upon a motion by Kerry Teter and seconded by Paul Johns the 2018 Water and Sewer budgets were adopted with an increase to the Wiconisco Pumping Station Fee from \$6.83 per quarter to \$10.39 per quarter.

All members were asked to review the updated Water Rules & Regulations for adoption at the January 2018 monthly meeting.

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

SOLICITOR'S REPORT:

Solicitor Kerwin reported we will continue with placing liens on overdue accounts.

Solicitor Kerwin went over a grant program through Tobash's Office for water and sewer projects.

Upon a motion by Kerry Teter and seconded by Vice Chairman William Hart, Resolution #01-2017 setting the 2018 Water & Sewer Rates was adopted.

Upon a motion by Paul Johns and seconded by Vice Chairman William Hart the Solicitor's Report was accepted.

SUPERVISOR OF OPERATIONS REPORT FOR WATER

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

Upon a motion by Sean Flynn and seconded by Kerry Teter permission to have Glace Associates apply for a grant through Pa small water and sewer was given. There will be an application fee of \$100.00.

Upon a motion by Paul Johns and seconded by David Ney permission was given to reimburse the Knights for the sewer backup which was caused by our blocked sewer main in the amount of \$160.00.

Upon a motion by Kerry Teter and seconded by Paul Johns permission was given to send a letter to Lykens Community LP concerning the sump pump that is connected to the sanitary sewer system at 600 Main Street.

Upon a motion by Paul Johns and seconded by Vice Chairman William Hart the Supervisor of Operations Report for Water was accepted.

MANAGER'S REPORT FOR SEWER:

A written report was submitted by Manager of Sewer, Timothy Leshner.

Kerry Teter asked if the sewer issue at Rickert's has been resolved. Tim explained the issue is resolved however our camera is broken and once it is repaired the lateral can be viewed again.

Kerry Teter asked if the issues at North 2nd Street are resolved. Tim explained due to the cold they ran the push camera up about 125 feet and will go back tomorrow since its open for now. Tim said it is possible when the line was put in years ago they may have hit something but we will need to replace the line by spring if not before.

Kerry Teter asked how the new guys are doing. Dan and Tim both said the new guys are doing great.

David Ney at this time asked if the guys need any hand tools. Tim said he would like to have a safety harness. All board members agreed that a safety harness should be ordered.

Kerry said he would like to have the employee's sign the performance standards before the new year as well as he would like to have a walk through safety check of both plants completed once every six (6) months for safety and cleanliness.

Upon a motion by Paul Johns and seconded by David Ney the board agreed the trucks are to be lettered.

Dave Ney asked if the two (2) tanks out by the water plant can be bid out. Dan explained he will need to check with DEP on how to dispose of the chlorine inside the tanks.

Upon a motion by Kerry Teter and seconded by Paul Johns the Manager's report for Sewer was accepted.

TREASURER'S REPORT FOR WATER AND SEWER:

A written report was submitted by our book keeper while the Treasurer's position is vacant.

Ordinary and necessary expenditures that have been paid for the month of November are included on the report. Upon a motion by Paul Johns and seconded by Vice Chairman William Hart the reports were accepted:

From the Water Department permission to pay was given by Paul Johns and seconded by Vice Chairman William Hart to pay the following.

1. Kerwin & Kerwin in the amount of \$3,975.00 for legal work over the retainer fee.
2. Glace Associates in the amount of \$1,101.68 for work related to the 2018 Local Share Grant for the Water Filter Replacement Project.
3. Glace Associates in the amount of \$279.50 for work related to the 2017 CDBG Grant for the Water Filter Replacement Project.
4. Glace Associates in the amount of \$187.53 for work related to the 2018 Local Share Grant for the Wiconisco Water Tank Project.

From the Sewer Department permission to pay was given by David Ney and seconded by Paul Johns to pay the following:

1. Kerwin & Kerwin in the amount of \$3,975.00 for legal work over the retainer fee.
2. GHD in the amount of \$22.86 for work related to the Wiconisco Creek Sewer Inceptor Liner Project.

Upon a motion by David Ney and seconded by Kerry Teter permission was given to purchase a new backhoe through Plasterer in the amount of \$81,400.00. This amount includes a trade in of \$8,100.00.

ADJOURNMENT:

There being no further business to come before the Board the meeting was adjourned at 7:08 P.M. upon a motion by Paul Johns and seconded by Vice Chairman William Hart.

Jeanette M. Crabb,

Recording Secretary