

LYKENS BOROUGH AUTHORITY
AGENDA
January 12, 2022

SALUTE THE FLAG:

ROLL CALL:

John Shultz_____ Nathan Pandal_____ Nicole Barge_____
Kerry Teter_____ Glenn Sedesse_____ Allen Snyder_____
Joseph Kerwin, Solicitor_____
Tim Leshar, Supervisor of Water & Sewer_____

1. Approval of the minutes:

A motion is needed to approve the minutes from the December 8, 2021 monthly meeting.

Motion by_____ seconded by_____.

2. Recognition of Citizens:

3. Office & General Business:

A written report has been submitted by the Secretary to all members for the month of December 2021.

A motion is needed to accept the advertisement placed for a WTP/WWTP Operator.

Motion by_____ seconded by_____.

Gratz Borough Municipal Authority would like Lykens to keep Tim Leshar on our medical and dental insurance and they will reimburse the entire cost. Gratz cannot start a one life group until December of 2022. A motion is needed to have an operating agreement for a shared employee.

Motion by_____ seconded by_____.

Would the board be interested in going to online bill pay for water and sewer payments? Our billing program is capable without a system upgrade. Our billing programmers can place this service on our system at no additional cost. The Authority

would need to open a separate checking account for the payments to be credited into. The office secretary would download the online payments into our billing system each morning and sort from the billing system whether the payments belong to water, sewer or sanitation. Once the office secretary sorts the payment to the proper service our Treasurer would be able to transfer the proper amount into the proper accounts. The quarterly water, sewer bills would have a link on the bottom of the bill for the customer to follow to make their payment. Customers will need to use their account number to make their payments.

A motion to accept the Secretary's Report is needed.
Motion by _____ seconded by _____.

4. Solicitor's Report:

A motion to accept the Solicitor's Report is needed.
Motion by _____ seconded by _____.

5. Supervisor of Operations Report for Water & Sewer:

A motion to accept the Supervisor of Operation's Report for Water & Sewer is needed.
Motion by _____ seconded by _____.

6. Treasurer's Report for Water & Sewer:

Ordinary and necessary expenditures that have been paid for the month of December is included on the Treasurer's Report.

Permission to pay the following bills is needed.

FROM WATER:

1. Aptus Control Systems, Inc. in the amount of \$2,495.26 for work completed on the Water Plant's Control System Upgrades.
2. Aptus Control Systems, Inc. in the amount of \$694.10 for work completed on the Water Plant's Control System Upgrades.
3. Aptus Control Systems, Inc. in the amount of \$1,405.12 for work completed on the Water Plant's Control System Upgrades.
4. Aptus Control System, Inc. in the amount of \$358.70 for work completed on the Water Plant's Control System Upgrades.
5. Glace Associates, Inc. in the amount of \$2,002.40 for Engineering Services provided for the Wiconisco Water Tank Project.

FROM SEWER:

There was no permission to pay this month.

A motion to accept the Treasurer's Reports for Water and Sewer is needed as well as the permission to pay.

Motion by _____ seconded by _____.

7. Adjournment:

Time: _____ Motion by _____ seconded by _____