

**LYKENS BOROUGH AUTHORITY  
MINUTES**

The Lykens Borough Authority held their regularly scheduled monthly meeting on Wednesday May 10, 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  
Paul Johns  
Sean Flynn  
Kerry Teter  
David Ney

**ALSO PRESENT:**

Joseph Kerwin, Solicitor  
Judith Musick, Treasurer  
Dan Schell, Supervisor of Operations  
Dale Musick, Citizen  
Jeanette M. Crabb, Secretary

**APPROVAL OF THE MINUTES:**

Upon a motion by Paul Johns and seconded by Kerry Teter the minutes from the April 19, 2017 monthly meeting were approved.

\* At this time the bids submitted for the sale of the Authority's Tamper took place. There were three (3) bids submitted.

1. Paul Johns in the amount of \$250.00
2. Dan Schell in the amount of \$26.02
3. Tim Leshner in the amount of \$25.26

Upon a motion by Sean Flynn and seconded by Vice Chairman William Hart, the bid submitted by Paul Johns in the amount of \$250.00 was accepted. On the vote David Ney was a no.

**RECOGNITION OF CITIZENS: N/A**

## **OFFICE & GENERAL BUSINESS:**

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

Maher Duessel will be starting the 2016 annual audit the week of July 17th with a preliminary meeting scheduled for June 29th.

There will be a flagger training renewal course held in the Borough Building on Wednesday, May 31st from 9:00 a.m. until noon. We expect all Borough and Authority employee's will be attending. COG will be sponsoring the course.

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

## **SOLICITOR'S REPORT:**

Upon a motion by Kerry Teter and seconded by David Ney the Indemnity Agreement was accepted as written. The release agreement will be signed by the property owner when they request the Authority employee's to camera their sewer lines, this release will insure the property owner understands there is a fee for the service as well as the Authority will not be held responsible.

Solicitor Kerwin reported he had several email exchanges with Home Leasing regarding the onetime fee of \$15,000.00 that is to be paid to the Authority. Solicitor Kerwin explained they wanted to see if the Authority would consider reducing or even eliminating the fee. Solicitor Kerwin said everything has been resolved and the fee should be forth coming.

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 & SEWER:**

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

Upon a motion by Paul Johns and seconded by Kerry Teter the board accepted Change Order #1 for the Sewer Inceptor Liner Project in the amount of \$1,900.00. This change order was accepted to move forward on May 1st by Chairman Robert Schreffler but needed formal action tonight.

Upon a motion by Paul Johns and seconded by Kerry Teter Change Order #2 was accepted for the Sewer Inceptor Liner Project in the amount of \$3,250.00.

Upon a motion by Sean Flynn and seconded by Kerry Teter the Board agreed to waive the tapping and inspection fees for the new office building for Wiconisco Township Supervisor's in lieu of them choosing to drill a well.

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 April are included on the Treasurer’s report. Upon a motion by David Ney and seconded by Vice Chairman William Hart the Treasurer’s reports were accepted with permission to pay the following bills:

**Water**

There was nothing to pay this month.

**Sewer**

1. GHD in the amount of \$553.90 for Engineer work related to the Wiconisco Creek Sewer Inceptor Lining Project.

Upon a motion by Paul Johns and seconded by David Ney, permission was given to pay all bills submitted per the engagement letter with the auditing firm Maher Duessel not to exceed the agreed upon \$7,500.00 for the annual 2016 audit.

**ADJOURNMENT:**

There being no further business to come before the Board the meeting was adjourned at 6:35 PM. upon a motion by Vice Chairman William Hart and seconded by Kerry Teter.

Jeanette M. Crabb,

Authority Office Secretary