

## LYKENS BOROUGH AUTHORITY MINUTES

The Lykens Borough Authority held their regularly scheduled monthly meeting on Wednesday February 14, 2018 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 John  
Kerry Teter  
Sean Flynn

### ALSO PRESENT:

Joseph Kerwin, Solicitor  
Dan Schell, Supervisor of Operations  
Tim Leshner, Manager of Sewer  
Stanley Engle, Citizen  
Bonnie Krepich, Citizen  
Jeanette M. Crabb, Secretary

### APPROVAL OF THE MINUTES:

Upon a motion by David Ney and seconded by William Hart the minutes from the January 10, 2018 monthly meeting were approved.

### RECOGNITION OF CITIZENS:

Stanley Engle at this time addressed the Board. Stanley said his hot water looks like there is baking soda in it however once it sits it clears up. Stanley said he has a new furnace and his plumber told him it must be from the chemicals used by the Authority.

A discussion took place and the Board explained to Stanley since there are no other customers complaining of the issue it is possible he has air in his lines. The Board asked Supervisor of Operations, Dan Schell to stop by Stanley's and have a look.

### OFFICE & GENERAL BUSINESS:

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

There will be a bid opening for the Water Treatment Plant Filter Improvement: Phase I on March 12th at 10:00 a.m. via PennBid. The bids will be publically announced at the March 14, 2018 monthly meeting at 6:00 p.m.

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

### **SOLICITOR'S REPORT:**

Solicitor Kerwin said the investment information provided in our packets from Treasurer, Debbie Ketner has some good rates. Solicitor Kerwin said Pillow has used Edward Jones.

A discussion took place by the Board and they would like to have the current interest rate the Authority is paying on the outstanding loans and when the rates will change. The Board further would like to know how much interest can be saved by paying down the loans before investing.

Solicitor Kerwin reported former Treasurer, Judith Musick has applied for unemployment compensation and even though everyone opposes it she was approved. Solicitor Kerwin said we can appeal the decision and he will see what direction the Borough will be taking.

Upon a motion by Vice Chairman Kerry Teter and seconded by Paul Johns 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.

Upon a motion by Vice Chairman Kerry Teter and seconded by Paul Johns permission was given to purchase C12 gas regulators. Dan is to get two (2) additional quotes if the quotes are not less than the quote submitted by ES2 permission to purchase the two (2) gas regulators for each plant through ES2 at a cost of \$2,234.00 each pair was given.

At this time Manager of Sewer, Tim Leshner said there was an issue he wanted to discuss with the Board. Tim explained that while unthawing pipes at the trailer located on Arch Street for the seconded time Julie's had to have an electrician come by due to the ground connection. Tim further explained the ground connection got melted. Dan explained the guy that came told him everything was ok and some wires do not have any coating. The Board did not feel there was an issue.

At this time Supervisor of Operations Dan Schell read his Operations Supervisor's Report.

Upon a motion by Paul Johns and seconded by Vice Chairman Kerry Teter permission was given for Kyle Romberger to be paid his wages while he attends a pretest for his water license test on March 22nd and March 23rd.

Upon a motion by Vice Chairman Kerry Teter and seconded by William Hart permission was given for Supervisor of Operations Dan Schell to attend the PRWA conference on March 20th through March 23rd for 18 hours of training for both his water and sewer licenses. The cost of the conference is \$295.00 and there will be an additional cost for a hotel room for Tuesday through Thursday night.

Upon a motion by Sean Flynn and seconded by Vice Chairman Kerry Teter permission was given to purchase a new lap top since the current one was water damaged from a leak in the roof at the water plant. The purchase is not to exceed \$800.00.

The Board would like Dan Schell to get some quotes to see if the roof can be repaired or if the roof needs replaced.

Upon a motion by Paul Johns and seconded by David Ney the Supervisor of Operations Report and the report for water were accepted.

#### **MANAGER'S REPORT FOR SEWER:**

A written report was submitted by Manager, Tim Leshner.

Upon a motion by David Ney and seconded by Paul Johns the quote submitted by Glace Associates in the amount of \$1,065.00 to complete the Chapter 94 Report was accepted.

The following were approved by the Board.

1. Tim is to contact Kline's to obtain the going rate for accepting sludge so a bill can be sent to Gratz Sewer Authority since we accepted their sludge while their tank was leaking.
2. Tim is to get the PO# to the office so a bill can be sent to Eichelbergers in the amount of \$250.00 for 10,000 gallons of water purchased for a construction site project.
3. Tim is to have the waste pump repaired by Heim's in the amount of \$5,850.00 plus labor.
4. Tim is to obtain quotes to purchase a trailer to be used as a water leak trailer.

Upon a motion by Paul Johns and seconded by David Ney the Manger's Report for Sewer was accepted.

#### **TREASURER'S REPORT FOR WATER AND SEWER:**

A written report was submitted by Treasurer Debbie Ketner. Ordinary and necessary expenditures that have been paid for the month of January are included on the Treasurer's report.

Upon a motion by Paul Johns and seconded by Vice Chairman Kerry Teter the Treasurer's reports were accepted with permission to pay the following bills:

**Water:**

1. Glace Associates in the amount of \$258.00 for their work with HRG on auditing questions for the county pertaining to the Reservoir Hazard Mitigation Grant Project.
2. Permission was given to submit an invoice submitted by Glace Associates to the county for direct payment from the 2016 Local Share Municipal Grant for the Water Treatment Plant Filter Improvement Project in the amount of \$2,822.48.

A memo was submitted by Debbie requesting permission to issue checks for payroll instead of using direct deposit. The memo explained that with payroll coming back in house it is not an issue to print checks and direct deposit has a fee of \$1.75 per direct deposit which will save a few dollars each year. The Board agreed to go back to printing paper checks.

**ADJOURNMENT:**

There being no further business to come before the Board the meeting was adjourned at 7:16 PM. upon a motion by Paul Johns and seconded by Vice Chairman Kerry Teter.

Jeanette M. Crabb,

Authority Office Secretary