

LYKENS BOROUGH AUTHORITY  
MINUTES

The Lykens Borough Authority held their regularly scheduled monthly meeting on Wednesday, June 10, 2020 at 6:30 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:

Ty Buffington  
Kerry Teter  
Robert Schreffler  
Glenn Sedesse  
Allen Snyder

ALSO PRESENT:

Joseph Kerwin, Solicitor  
Tim Leshner, Supervisor of Water & Sewer  
Bonnie Krepich, Citizen  
Jeanette M. Crabb, Recording Secretary

**APPROVAL OF THE MINUTES:**

Upon a motion by Allen Snyder and seconded by Glenn Sedesse the minutes from the March 18, 2020 monthly meeting were approved. There were no meetings held during the month of April and May due to the Covid-19 Virus.

**RECOGNITION OF CITIZENS: N/A**

**OFFICE & GENERAL BUSINESS:**

A written report was submitted by the Secretary to all members for the month of March, April and May.

Upon a motion by Vice Chairman Kerry Teter and seconded by Ty Buffington the following was ratified. On April 27, 2020 through an email to all members of the board Change Order #1 in the amount of \$535.00 for supply and delivery of a Control Panel for the Water Filtration Plant was given. The change order was necessary because the bill for materials did not include a PLC and 2-amp breaker resulting in additional material cost. Due to the Covid-19 Virus there has been a delay in receiving several components so the change order requires a 20-day time extension as well.

Upon a motion by Allen Snyder and seconded by Vice Chairman Kerry Teter the following items which were approved through an email to all members of the board on May 11, 2020 are hereby considered ratified.

1. Permission was given to advertise Phase II of the Center Street Water Line Replacement Project.
2. Permission was given to advertise for a pole building on Race Street.
3. Permission was given to purchase a paperless recorder and effluent totalizer for the sewer plant through W.G. Malden in the amount of \$3,615.00. The fee includes \$2,300.00 for the recorder w/enclosure and \$1,315.00 for installation, programming and a second site visit for training.
4. Permission was given to place the old ferric acid tank on Municibid, the tank has not been used in years and we pay DEP an annual fee of \$125.00.

The board was in agreement that penalties to unpaid water and sewer accounts will resume being applied to accounts in July 2020.

The secretary reported a note has been received from a customer asking why there was a rate increase. The board suggested the customer should attend a monthly meeting.

The Authority's Municipal Insurance Policy with EMC was renewed for the period of 5-01-2020 through 5-01-2021 in the amount of \$26,405.00. There was an increase of \$484.00 this year which is 1.5% due to an increase in property values through the completed MIB updates. Last year the policy was renewed with a premium of \$23,883.00 however the MIB updates were not completed at the time of the renewal so most of the increase was actually on the 2019 policy when the MIB were completed in November.

The secretary reported a telephonic pre application for the next round of grants was held with the county officials for Phase III of the Center Street Water Line Replacement Project on May 21, 2020 at 10:30 A.M.

The secretary further reported a letter of resignation effective June 1, 2020 has been received from William Hart. The board would like to suggest council appoint Nicole Barge.

Upon a motion by Ty Buffington and seconded by Glenn Sedesse the Secretary's Report was accepted.

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

Solicitor Kerwin at this time reported on the following items.

1. Solicitor Kerwin asked if customers are paying their water and sewer bills. The secretary reported payments are coming in pretty much the same as they did prior to the virus.

2. Solicitor Kerwin further reported he has been in contact with our Engineer, Max regarding the easement needed through the parking lot area of Minnich Terrace to access our wells. Joe said he is working with the county on a permanent Right-of-Way.
3. Solicitor Kerwin advised the board that the sales agreement with Alfa Laval has been signed and returned. Joe said once Burch has completed the surveying he will finalize everything.
4. Solicitor Kerwin asked if we have heard anything else from the Game Commission. Supervisor of Operations, Tim Leshar explained that the Game Commission had approached our Engineer, Max about purchasing 150 acres above the water shed area to connect their land with Powells Valley. Tim further explained the Game Commission offered \$400.00 an acre and everyone agreed that is to low.

Upon a motion by Vice Chairman Kerry Teter and seconded by Ty Buffington the Solicitor's Report was accepted.

#### **SUPERVISOR OF OPERATIONS FOR WATER & SEWER REPORT:**

A written report was submitted by Supervisor of Operations Tim Leshar.

Supervisor of Operations, Tim Leshar explained they are having trouble at the sewer plant with the #2 digester pump. Tim explained it runs about two (2) days a month however it is cheaper to have ours rebuilt than to purchase a new pump. The board agreed to have our pump rebuilt in the amount of \$4,680.00.

Tim advised the board that progress is moving along with the pole building. Tim said our Engineer, Max is working on putting together the storm water plan in which we will need to put a holding pond in. Tim said some perk and probe has been completed.

A short discussion took place in regards to finding a suitable site for the water storage tank to be moved as well as how the plumbing and piping will work out from the well sites to the nearest location and whether or not our generator will be big enough.

Upon a motion by Ty Buffington and seconded by Glenn Sedesse the Supervisor of Operations Reports for Water and Sewer were 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 March, April and May are included on the Treasurer's report.

Upon a motion by Vice Chairman Kerry Teter and seconded by Ty Buffington the following bills were paid while the Covid-19 pandemic was in effect and are hereby ratified from the water department.

1. Glace Associates in the amount of \$245.00 for Engineering Work related to the Center Street Water Line Replacement Project Phase I.
2. Glace Associates in the amount of \$592.00 for Engineering Services related to the developing of a new water source. (Read & Associates Hydrogeologist)
3. Glace Associates in the amount of \$3,334.89 for Engineering Services related to the WTP Filter Control Upgrades. (Aptus Control Systems, Inc. \$2,719.85)
4. Glace Associates in the amount of \$768.49 for Engineering Services related to Phase II CDBG for the Water Filter Plant Improvement Project.
5. Glace Associates in the amount of \$641.55 for work completed on Phase II of the Center Street Water Line Replacement Project.
6. Glace Associates in the amount of \$1,899.65 for Engineering Services related to the WTP Filter Control Upgrades. (Aptus Control services \$1,899.65)
7. Aptus Control Systems, Inc. in the amount of \$9,279.26 for the WTP Control System Upgrades.
8. Joseph Kerwin in the amount of \$2,000.00 for legal retainer fee.
9. Glace Associates in the amount of \$205.00 for Engineering Services provided for the WTP Filter Control Upgrades.
10. Glace Associates in the amount of \$385.00 for Engineering Services provided for Phase I of the Center Street Water Line Replacement Project.
11. Glace Associates in the amount of \$3,221.50 for Engineering Services Provided for Phase II of the Center Street Water Line Replacement Project.
12. Glace Associates in the amount of \$875.00 for Engineering Services Provided for the Wiconisco Water Tank Replacement Project.

Upon a motion by Vice Chairman Kerry Teter and seconded by Ty Buffington the following bills were paid while the Covid-19 pandemic was in effect and are hereby ratified from the sewer department.

1. Glace Associates in the amount of \$1,191.52 for Engineering Services provided for the completion of the 2019 Chapter 94 Report.
2. Aqua-Aerobic Systems, Inc. in the amount of \$3,396.46 for work completed for the WWTP PLC Upgrades.
3. Joseph Kerwin in the amount of \$2,000.00 for legal retainer fee.
4. Glace Associates in the amount of \$26.00 for Engineering Services Provided for the completion of the 2019 Chapter 94 Report.
5. Glace Associates in the amount of \$820.03 for Engineering Services Provided for the Proposed Pole Building on Race Street.

Upon a motion by Allen Snyder and seconded by Vice Chairman Kerry Teter the Treasurer's reports were accepted with permission to pay the following bills from the Water & Sewer Departments.

**Water:**

1. Glace Associates in the amount of \$265.77 for Engineering Services provided for Phase I of the Center Street Water Line Replacement Project.
2. Glace Associates in the amount of \$1,152.00 for Engineering Services provided for the Wiconisco Water Storage Tank Replacement Project.
3. Glace Associates in the amount of \$315.00 for Engineering Services provided for the development of new water sources.
4. Glace Associates in the amount of \$2,328.50 for Engineering Services provided for Phase II of the Center Street Water Line Replacement Project.
5. Glace Associates in the amount of \$78.75 for Engineering Services provided for WTP Filter Control Upgrades.
6. Glace Associates in the amount of \$484.00 for Engineering Services provided for Phase III of the Center Street Water Line Replacement Project.
7. Detraglia Excavating & Landscaping, Inc. for pay application #3 in the amount of \$18,242.99 for work completed on Phase I of the Center Street Water Line Replacement Project.

**Sewer:**

1. Glace Associates in the amount of \$1,724.75 for Engineering Services provided for the construction of a pole building on Race Street. (This bill was split with the Borough; the amount is \$3,449.50)

At this time Chairman Robert Schreffler asked if anyone had anything else to discuss before adjournment?

**ADJOURNMENT:**

There being no further business to come before the Board the meeting was adjourned at 7:35 P.M. upon a motion by Vice Chairman Kerry Teter and seconded by Ty Buffington.

Jeanette M. Crabb,

Authority Office/Recording Secretary