

Stewartstown Borough Sewer & Water Authority Meeting Minutes
Wednesday, December 18th, 2024

Members present: Jason Roberts, Lisa Mohan, Dave O’Neill, Linda Miller, Nathan Cook, Kevin Brunicke, Tom Casteel

Others present: Engineer Jason Brenneman, Engineer Jason Lytle, Solicitor John Baranski (via cell phone), Sewer & Water Supervisor Ira Walker, Jr., Recording Secretary Stacy Myers

Visitors: none

1. The meeting was called to order @ 7:00pm.
2. **General Business**
 - **Approval of Meeting Minutes**—Mr. O’Neill made a motion to approve the November 20th, 2024 Meeting Minutes; Mrs. Mohan seconded. All were in favor; motion carried.
 - **Consent Agenda**—it was the consensus of the Board to approve the following expenses:
 - **Water**—Water bills & payroll dated November 15th thru December 17th, 2024, totaling \$76,415.63.
 - **Sewer**—Sewer bills & payroll dated November 15th thru December 17th, 2024, totaling \$79,722.27.
3. **Public Comment/Visitors**—none
4. **Solicitor’s Report**—Atty. Baranski was out of town, but was present via cell phone/speaker phone to report on the following:
 - **17855 Barrens Rd. North (Cadden)** recently connected to public water & sewer. Mr. Cadden had returned his signed Repayment Agreement for the tapping fees + contractor costs. He also made his first payment on time per the agreement.
 - **Bridgeview Lot 107/Lot 111**—all that remains to do regarding the Chlorine Booster Easement/Dedication Agreement is for the developer (Juffe) to bring in the Maintenance Bond.
 - **19045 Barrens Rd. South (Crislip)**—waiting for a hearing date, possibly in January.
 - **Inspections in Hopewell Township/Wade Portner**—Township Solicitor agreed for Wade to conduct inspections on our system within the Township & this will be on the Township’s January 6th, 2025 agenda for them to sign the agreement.
 - **Letter to Saubel’s additional EDU**—On 12/4/2024, John sent another letter to the owner giving them 30 days to purchase another EDU for their additional usage. They have until January 4th, 2025 to respond.
 - **Hunting waiver**—for those employees wishing to hunt on WWTP property. The final draft of the waiver had been sent so John said employees can now sign.
5. **Sewer & Water Supervisor Report**—Ira Walker, Jr. reported the following:
 - 12 loads (90 tons) of biosolids were hauled to the Dehoff Farm for a cost of \$2,700.
 - A case of Rotella oil was ordered from Gordon’s Service at a cost of \$207.
 - We purchased 100 diffuser tubes from Aqua-Aerobic Systems for the aeration racks at a cost of \$6,817.16.
 - We ordered 24 sewer manhole lid handles & accessories from EJ USA at a cost of \$885.36.
 - JG Environmental cleaned out grease & debris from our sewer station wet wells for a cost of \$4,687.55.
 - We hauled 7.1 tons of grit/screenings to Modern Landfill at a cost of \$816.50.
 - Pipe Data View Services cleaned out the bioset reactor/piping at a cost of \$1,220.
 - We purchased a water valve box lid remover from Exeter Supply Co. at a cost of \$346.10.
 - Lab supplies were purchased from USA Blue Book at a cost of \$1,252.46.
 - Miscellaneous supplies (portable heaters, tarp, etc.) were purchased from Grainger at a cost of \$340.69.
 - Openshaw Plumbing billed us \$1,100 for a new pump at Well #5 A4.
 - We purchased miscellaneous parts (for the sewer stations) from Hydra-Numatic Sales at a cost of \$3,482.88.
 - Parts for the chemical feed pumps were purchased from LRM at a cost of \$672.
 - We received a letter & \$2,000 fine from PA One Call for “failure to respond properly to an emergency notification on April 29th, 2024”. Staff did respond but according to them, it was not per their guidelines. The letter was forwarded to Atty. Baranski & Chairman Roberts & Ira filled the Board in tonight with details. The Board will review the letter further tonight after the meeting and should they need assistance or legal guidance, they will contact John. Atty. Baranski doesn’t believe the Authority would have any responsibility with what happened there but advised Ira to contest the fine by sending back the provided form by the 12/20/2024 deadline. That’s the first step & he said there may be an evidentiary hearing at some point as well, but that would be down the road a bit. The Board agreed with Ira following Atty. Baranski’s direction.Mrs. Mohan made a motion to approve all the above expenses; Mr. Cook seconded. All were in favor; motion carried.

6. **GMB Engineering Report**—Jason Lytle reported:

• **Task 003/006—Operational Support**

- PFAS Monitoring & Reporting—reviewing options for existing reactors for a pilot program & outline project. Jason spoke to the manufacturer of the Culligan Hi-Flo water softener (used in the existing/abandoned unit at Well 7) that was previously used for nitrate treatment but is now retired/abandoned. This unit is capable of being used for PFAS removal, although it may need some repairs such as seals, valves, etc. Jason/staff will coordinate a site visit for inspection & to obtain pricing, after which, a funding/planning meeting with DEP/PENNVEST will be scheduled.

• **Task 04B—Control Building & Dewatering System Construction**

- Minutes from Progress Meeting #12 & #13 have been distributed.
- Next Progress Meeting is scheduled for 1/9/2025 at the Borough Office.
- Jason supplied photos of demolition of the sludge pump, the ongoing concrete upstairs at the WWTP, floor joist repairs, etc. Of note, the floor decking is now complete.
- Concrete work is scheduled for 12/30/24.
- Sludge pumps—working with the contractor to possibly add knife gate valves into suction piping.
- Schwing—Jason & staff are working with Schwing & their temporary unit for sludge removal. Sketch plans were submitted showing how the mobile unit would work in the WWTP. Schwing is supplying a modified conveyor to allow it to work in the building. Delivery of that unit is planned for mid-January.
- Discharge modification to include recirculation line on discharge:
 - Jason received a proposal from Schwing of \$6,282 for the Recirculation Manifold & a Replacement Cone for \$12,100 (reduced from \$15,000). Jason is unsure this will be available for the temporary unit but should be for the permanent unit. These costs exclude installation. Does the Board wish to move forward with the Recirculation Manifold & Cone?
Mrs. Mohan made a motion to place the order for both items at a total cost of \$18,382; Mr. O'Neill seconded. All were in favor; motion carried.

• **Task 005—Treatment Improvements Design**

- 2025 Budget includes the Blowers, SCADA/SBR Controls, UV & Post Aeration
- 2026 Budget includes SBR Upgrade, Headworks Building & Grit Removal
- Jason is compiling the DEP permit submissions for an overall project in January. Planned submission in Spring to PENNVEST in May.

7. **Engineer's Report**—Jason Brenneman submitted the following informational items. He was present but was on Zoom to Glen Rock's meeting. Ira discussed:

- **Kurtz School Villas**—punchlist is slowly being completed, with the last item being a sewer lateral in the street that must be dug up. Final road restoration, manholes & water valve boxes will be done in the Spring.
- **Cedar/Scarborough Water Services**—Stewartstown marked all water services & curb boxes. Jason's office started survey work on 12/19/24 with coordination with Ira/staff and their GPS equipment. Once all lines are located they will be added to the Diamondmaps system.
- **Well 5 Building/Control Upgrade**—Johnston Construction has started submitting their paperwork & plan to begin the work mid-to-late January.
- **LSA State Grant**—this paperwork has been submitted.

8. **Chairman's Report**—Jason Lytle reported:

- **Snowplow Contract**—a contract with Zahn Contracting is in place & the hope is that assistance from Stewartstown employees will not be needed unless we get a major snowstorm. Salt is currently being stored at the WWTP & Joe Zahn brought a cinder mix to be used as well. Discussion was held on building a salt shed for storage next year, so the location (on Authority property) will be determined.
- **An entry-level laborer position** will be suggested to Borough Council. This position has been budgeted & with the upcoming lead & copper project, another employee in this capacity would be helpful.
- **Jason thanked the Board members for their time, energy & support throughout the year.** Have a safe & Happy Holiday! Ira also thanked the Board for their ongoing support of the Sewer & Water staff.

9. **Treasurer's Report**--Stacy Myers reported:

- **M & T Bank Loan Proposal**—the proposal for a note of \$500,000 with two terms was emailed to the Board for their review prior to tonight's meeting. M & T Bank offered a 5-year term at 4.16% interest or a 7-year term at 4.23% interest. This money will be used for the water line replacement project at Cedar Lane & Scarborough Fare. The 5-year term would have a monthly payment of approx. \$9,244.41, the 7-year term would have a monthly payment of approx. \$6,887. The Board found the 5-year term more favorable, although

there is no penalty for prepayment, so higher payments could be made in the event of having more water revenue at certain times of the year.

Mrs. Mohan made a motion to authorize Stacy Myers to move forward with necessary paperwork for the \$500,000 loan with M & T Bank for a term of 7-years at 4.23% interest. Mr. O'Neill seconded. All were in favor; motion carried.

- **Informational items:**

- Current outstanding amount for October water bills is \$4,040.14.
- Current outstanding amount for November sewer bills is \$60,079.44.
- Connections—2 new connections since the November meeting (1-KSV & 17845 Barrens Rd. North)
- Matthew Cadden (17855 Barrens Rd. North) has made his 1st monthly payment on time for his water/sewer connection.

10. **Adjournment**—With no further business before the Board, Mr. O'Neill made a motion to adjourn the meeting @ 7:50pm. Mr. Cook seconded. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary