

CALL TO ORDER

The April 13, 2017 meeting of the Macungie Borough Authority was called to order at 7:00 p.m. in Borough Council Chambers, 21 Locust Street, Macungie, PA. Members present were Robert Bogert, Tom Kociuba, Jeffrey Stauffer and Linn Walker. Also present were Water Operator Douglas McNair, Borough Manager Chris L. Boehm and Administrative Assistant Cynthia Hartzell. Linden Miller was absent.

PUBLIC COMMENTS – No public comments

821 Hickory Street water meter discrepancy – Borough Manager Boehm reiterated the water meter discrepancy that Mr. White brought before the Authority at the last meeting. She reported Water Operator McNair had records from a meter testing program that was done in 2002. The Hillcrest area was done in 2002 and the records showed Mr. White's meter was tested. At the time the inside meter and the outside reader did not match but the outside reader was adjusted to match the inside meter. Mr. White did not remember anyone going in his house and disputed the report.

Solicitor Armstrong provided comments as requested by the Authority. He commented that the property owner is responsible for the water provided and since the discrepancy was corrected on the meter in 2002, the property owner is responsible for the water received since that time. Water Operator McNair remarked that all the meters were done in the Hillcrest development at that time. Mr. White continued to dispute the report.

Authority took no action so the bill for the discrepancy between the inside water meter and the outside reader stands. Mr. White was informed that he can make payments and no late fees will be added to the discrepancy bill amount if he makes payments as agreed upon.

APPROVAL OF MINUTES

a. March 9, 2017 - Motion was made by Authority Member Bogert, second by Authority Member Walker, to approve the March 9, 2017 minutes. Motion carried: 4 ayes

CORRESPONDENCE

PMAA provided information on their 2017 Spring meeting.

REPORTS

a. WATER OPERATOR

Water Operator McNair provided his monthly report. He noted a pre-bid meeting for the Hillcrest Water Storage Tank Rehabilitation bid was held. He is working on getting the check valve and the pressure sustaining valves installed in the next few weeks. He reported on the fire hydrant at the corner of Race and Locust Streets. A diagram was provided to show that the 8" water line is on the other side of a 4" line from the hydrant and are at the same depth so the hydrant lateral could not be attached to the 8" line. Since the hydrant should be replaced, Water Operator McNair proposed to add a shut off valve and move the hydrant a few feet to the west at a total cost of approximately \$6,765.

Authority Member Stauffer made a motion to authorize the replacement of the fire hydrant on Locust Street to the 4” water line, second by Authority Member Bogert. Motion carried: 4 ayes

Water Operator McNair reported the check valve on Cedar Street into Allen Organ is no longer working and needs to be replaced. He remarked that the vault pit where the meter is located is very small which causes the job to be time consuming. He and Borough Manager Boehm will talk about the pit boxes that are too small to work in. Water Operator McNair continued reviewing his report that is attached to the minutes.

b. BOROUGH MANAGER

1. Mountain Creek water line replacement bid – Borough Manager Boehm reported the directional drilling for the water line under Mountain Creek has an estimated cost of \$18,000. The amount is close to the threshold of the requirement to obtain 3 quotes. Borough Manager Boehm asked the Authority Members for approval to obtain 2 more quotes. She noted the cost is lower than the proposed replacement of the water line.

2. Hillcrest Water Storage Tank Rehabilitation Pre-bid meeting – Borough Manager Boehm reported there were 4 contractors at the meeting which was a good sign. She noted the bid opening will be on April 25 and will be on the May agenda to be awarded.

3. Outsource meter installation – Borough Manager Boehm commented Salisbury Township has gone out for bid to replace their meters and she would like to wait to see what their bid comes in at. This will be carried.

TREASURER’S REPORT

A motion was made by Authority Member Walker, seconded by Authority Member Bogert, to approve the February 28, 2017 treasurer’s report as presented. Motion carried: 4 ayes

Water Revenue Fund	\$359,953.18
Debt Service Reserve	\$29,661.06
Bond Redemption and Improvements Fund	\$144,816.16
Collection Account	\$7,587.93

APPROVAL OF REQUEST FOR ADVANCE FROM CAPITAL LOAN FUNDS

a. Advance #8 in the amount of \$5,437.39

Authority Member Walker made a motion to approve Advance #8 in the amount of \$5,437.39 and authorize Chairman Jeffrey Stauffer to sign the Request for Advance, second by Authority Member Stauffer. Motion carried: 4 ayes

NEW BUSINESS

a. Authority Member Walker questioned if any water lines going into a resident will have to be replaced if a sewer lateral needs to be replaced. Borough Manager Boehm commented that may happen.

b. Authority Member Kociuba read the Council minutes on a report from the house fire on Hillcrest Drive. He would like a copy of the fire report from the fire department that he explained would help when discussing the LCA request for water with fire service. He commented about the low water pressure in the area of Hillcrest Drive that he referenced in a report created by Water Operator McNair.

Chris Becker, from the audience, commented anyone can make a request for a report from the fire department. He noted when any fire department uses water, they have to report the amount of usage to the municipality.

c. Borough Manager Boehm remarked that she spoke to Fire Chief Natysyn about an emergency plan during the water tank rehabilitation. He remarked that he should be informed when the project is being done and he will notify Lehigh County so in case of a fire, they also dispatch tankers.

#### UNFINISHED BUSINESS

a. 821 Hickory Street water meter discrepancy – This was discussed earlier in the meeting.

b. Mountain Creek water line replacement bid – Borough Manager Boehm reiterated the need to have 3 quotes and asked the Authority to approve getting 2 more quotes.

Authority Member Stauffer made a motion to obtain quotes for Poplar Street for directional drilling, second by Authority Member Bogert. Motion carried: 4 ayes

c. Old Reservoir Tree Removal – Water Operator McNair remarked he has received contact information for another contractor that he will follow up with.

d. Hillcrest Tank Rehabilitation Project – Bid award 5/11/2017

Chris Becker requested the Borough Authority budget to have their water map revised in 2018 and provide the fire department with a copy for their purposes.

Authority Member Kociuba asked if there is a key for the flow rate of each hydrant. Water Operator McNair commented the fire department has that information.

#### ADJOURNMENT

Next meeting is May 11, 2017 at 7:00 p.m. at Borough Hall.

Hearing no further business to be brought before the Board, the meeting was adjourned at 8:17 p.m.

Respectfully submitted,

Cynthia Hartzell  
Secretary