MINUTES

 SHREWSBURY BOROUGH MUNICIPAL AUTHORITY

REGULAR MEETING                                                                   JANUARY 23, 2019

MEMBERS PRESENT:  Dennis Wertz, John Hoover, Ronald Rohrbaugh, and Ted Nadobny,

OTHERS PRESENT:  Brian L. Sweitzer, Supt. of Public Works; Jeffrey L. Rehmeyer II, Esq.;

 David Lipinski, P.E.

A regular meeting of the Municipal Authority convened at 7:00 p.m. at the Shrewsbury Borough Municipal Building, 35 West Railroad Avenue, with Chairman Nadobny presiding.

Chairman Nadobny announced an executive session was held on January 16, 2019, to discuss a matter involving possible litigation.

**APPROVAL OF MINUTES**

R. Rohrbaugh moved to approve the minutes of the November 28, 2018, meeting.

J. Hoover seconded.  The motion carried with all voting in favor.

**CITIZEN’S COMMENTS**

None were present.

**EXPENDITURES AND REPORT OF ACCOUNT**

D. Wertz moved to approve the November and December report of accounts.

J. Hoover seconded. The motion carried with all voting in favor.

**BUSINESS**

Sewer Rate Increase

The new rate sheet was presented effective for the first quarter billing.

T. Nadobny moved to direct Solicitor Rehmeyer to prepare a Resolution to adopt the new rates at the next meeting.

R. Rohrbaugh seconded. The motion carried with all voting in favor.

Re-organization

D. Wertz moved to keep the officers the same for 2019 as follows:

 Chairman A. Theodore (Ted) Nadobny

 Vice Chairman Dennis Wertz

 Secretary Ronald Rohrbaugh

 Treasurer John Hoover

 Asst. Sec./Treas. Mark Beran

J. Hoover seconded. The motion carried with all voting in favor.

Retention of Solicitor and Engineer

D. Wertz moved that the Authority retain Jeffrey L. Rehmeyer, II/CGA Law Firm as its Solicitor and to retain David Lipinski, P.E./James R. Holley & Assoc. as Engineer for the Authority for 2019.

R. Rohrbaugh seconded. The motion carried with all voting in favor.

Presidential Heights Sewer Capacity Agreement/Cornerstone Development

Sam Juffe, of Cornerstone Development at Presidential Heights, sent a letter to Shrewsbury Township asking for a credit of sewer capacity to be used elsewhere since Mr. Juffe claims the townhomes are not using the allotted 350 GPD. Shrewsbury Township responded that the Sewer Capacity Acquisition Agreement dated November 3, 1999, stands and that each unit is assigned 350 gpd, which is the standard EDU.

Agreement with PennDOT for Relocation of Utilities Reimbursement for Exit 4 Project

R. Rohrbaugh moved that the Agreement with PennDOT be approved and signed by the Chairman and Secretary.

J. Hoover seconded. The motion carried with all voting in favor.

Sewer Metering Analysis/Report

The report has been submitted with a copy being given to the recording secretary for placement in the Borough office.

D. Wertz moved to acknowledge receipt of the report as submitted this evening.

R. Rohrbaugh seconded. The motion carried with all voting in favor.

**PUBLIC WORKS REPORT**

Sewer Flows

Shrewsbury Borough/Authority finished 2018 at 54.9% of the sewer plant flows. There were 65.58” of rain in 2018 which is why the flows increased. Supt. Sweitzer prepared the following chart:

|  |  |  |  |
| --- | --- | --- | --- |
| **DATE** | **Shrewsbury Flows** | **New Freedom Flows** | **Shrewsbury % Flows** |
| 2018 | .795 MGD | .654 MGD | 54.9% |
| 2017 | .603 MGD | .492 MGD | 55.0% |
| 2016 | .626 MGD | .510 MGD | 55.1% |
| 2015 | .555 MGD | .383 MGD | 59.2% |
| 2014 | .550 MGD | .486 MGD | 53.0% |

Echo Frezco, Shrewsbury Commons Shopping Center

Grease trap and oil interceptor manifests were collected for 2018, however, there were no maintenance records. The sewer lines were televised and there did not seem to be any problems. They will be billed for the labor/televising hours.

Johnson Controls Sewer

Johnson Controls used 369,300 gallons for the fourth quarter of 2018 or 12 EDUs. They can use 23 EDUs or 724,500 gallons a quarter based on the DEP sewage planning module.

Flowav Sewer Meters

The meters were re-calibrated on January 18. There is a problem with calibrating the flows on the combined meter due to ramping. The pressure sensor has false readings due to extreme turbulence when the sewage flows enter the manhole. The ultrasonic sensor should be used to measure flow according to the Flowav representative. The batteries are being replaced about every 13 days.

2019 Budget Projects

Projects in the 2019 budget include:

* Water Meter Replacement $20,300
* I83 Diverging Diamond Pipe Replacement $2,800
* Windy Hill Road Sewer Repair $6,735
* Essex Circle Drive Sewer Project Completion $3,500
* Water Tight Manholes $2,535
* Water Meter Reader Adaptor $675

**ENGINEER’S REPORT**

Deer Creek Pump Station Wet Well Expansion

The request to extend the permit was submitted to DEP which was approved.

Dunaja Subdivision West Forrest Avenue, Shrewsbury Township

Ten lots are proposed along West Forrest Avenue using Township sewer EDUs but will connect to the Borough’s water system due to the number of wells that would need to be drilled. PUC approval has been given. Lot numbers three, four, and possibly five will need grinder pumps that the Authority will not be responsible for the maintenance of the grinder pumps. The roadway will need to have overlay put in place since there will be so many lateral cuts. Before that happens, the Borough will need to perform base repair. Agreements will need to be in place to protect both the Authority and the Borough. The developer would like to handle everything by agreement (and without posting a bond) but after discussion, it was the wish of the Authority to have some type of security in place, perhaps a first mortgage on the property if not a bond or cash. The associated costs would be passed on to the developer.

J. Hoover moved to authorize Solicitor Rehmeyer to prepare agreements and arrange for security.

R. Rohrbaugh seconded. The motion carried with all voting in favor.

**SOLICITOR’S REPORT**

Omega Rail/Stewartstown Railroad

A meeting among the President and another representative of the Stewartstown Railroad Company and the Superintendent of Public Works and Solicitor, was held awhile back with regard to the Railroad Company obtaining water and sewer services at the train station on South Main Street being renovated and the Omega Rail Management invoices. The President of the Railroad asked for more time to respond to our questions and we haven’t heard back from him. Meanwhile, monthly past due notices continue to be received. Previously, the original amount of the license agreement ($222.00) was paid in good faith, marked “payment in full” and accepted by Omega. The Authority will not pay the $222.00 for 2019 as we are waiting on more information.

Delinquent Sewer Charges

The Borough Secretary passed on information regarding a past due sewer account in the Township. The address of 28 Keeney Sunset Drive has a past due amount of $231.00 for six quarters through September 30, 2018. The Secretary gave the occupant until January 31 to pay in full or the bill would be turned over to the Solicitor to attempt collection.

T. Nadobny moved to authorize Solicitor Rehmeyer to begin collection proceedings if the occupant does not pay in full by January 31.

D. Wertz seconded. The motion carried with all voting in favor.

**COMMUNICATIONS**

**ADJOURNMENT**

D. Wertz moved to adjourn the meeting at 7:43 p.m.

J. Hoover seconded. The motion carried with all in favor.

Prepared by Cindy L. Bosley, Recording Secretary