

MINUTES

SHREWSBURY BOROUGH MUNICIPAL AUTHORITY

REGULAR MEETING

APRIL 24, 2013

MEMBERS PRESENT: John Hoover, Michael Smelgus, and Herbert Baker

OTHERS PRESENT: Brian L. Sweitzer, Supt. of Public Works; Richard R. Buchanan(Councilman/Water & Sewer Committee Chair); Jeffrey L. Rehmeyer, II, Esq.; James R. Holley, P.E.; Phil Robinson

A regular meeting of the Municipal Authority convened at 7:02 p.m. at the Shrewsbury Borough Municipal Building, 35 West Railroad Avenue, with Vice Chairman Smelgus presiding.

APPROVAL OF MINUTES

H. Baker moved to approve the minutes from the February 27, 2013 meeting.
J. Hoover seconded. The motion carried with all in favor.

CITIZENS COMMENTS**OLD BUSINESS****Russett Farms Sewer Pipe Problem**

Kinsley Construction, Chesapeake Realty, and B. Sweitzer met at Windy Hill Road and the Russett Farms development regarding the faulty pipe crossing at Windy Hill Road. The sewer is backing up in the high manhole on the north side of Windy Hill Road. Kinsley has agreed to excavate around each side of the casing pipe and repair the faulty pipe. The work should be complete within the next month. Phil Robinson arrived later in the meeting to discuss this issue. (Discussed further under New Business)

Southern Farms Sewer Project

The pipe work is complete except for the grouting that seals between the sewer lateral and main. The residents' yards are restored. The Public Works Department is working on adding cleanouts to six more problem laterals that need immediate attention. The

contractor will line the remaining laterals at a later date after the cleanouts are installed at the same rates as the original project.

Sewer Line Mapping

The surveyors are finished shooting the coordinates and the next step is for B. Sweitzer and T. Nadobny to determine the identifications for the pipelines and correct the duplicate numbers.

Discuss Ways to Make the Authority Independent

The corresponding secretary provided a copy of the Application for an Employer Identification Number so the Authority can open its bank accounts. There are a couple of questions the accountant will need to answer and then the form can be mailed. Copies of the Sewer account bill list and monthly trial balance that shows expenses and the budget to actual year to date for the Authority members to see what they will be approving each month starting in January. B. Sweitzer started tracing the hours the Public Works Department spends in the Authority's service area. There are four pump stations, two of which are in the Authority's service area (Tolna/Deer Creek and Forest Lakes). A resolution that deals with public records will be adopted later in the meeting.

Buck Buchanan and Phil Robinson entered the meeting.

Flat Rate Sewer Customers

There are 11 customers that have not responded to the letter sent out on March 14 telling them the flat rate will be increasing to \$335.00 effective the second quarter and they would be best served to purchase a water meter in order to receive the metered rate. One customer challenged the letter and it has been resolved as follows: being allowed to pay for the water meter in four installments and that the customers with their own water source be allowed one outside faucet that does not get metered. The practice of allowing one outside faucet that is not metered for residents who have their own water source goes back at least to the early 1980s. It was also recommended that these customers be given another quarter's grace period to get their meter in, this would be the September 30 quarter.

J. Hoover moved to accept the terms for the flat rate customers in transitioning to a metered rate as follows: allow customers to pay for the meter in four installments, give another quarter grace period in order to get the meter installed, and to allow one outside

faucet that does not get metered in accordance with past practice. B. Sweitzer will inspect the one outside faucet when he installs the outside reading device.

H. Baker seconded. The motion carried with all in favor.

NEW BUSINESS

Resignation of Harry Wolf

Harry Wolf submitted his resignation from the Authority.

Deduct Meter Application from Home Depot

Home Depot is requesting approval to install a deduct meter to measure the water used in the garden department. The store currently has eight EDUs and is using double that amount. Resolution 2011-01 allows a deduct meter to be installed in a commercial/industrial business that has five EDUs.

J. Hoover moved to approve the application of Home Depot to install a deduct meter in its garden department to measure the water used to water the plants and trees that does not go into the sewer system in accordance with Resolution 2011-01.

H. Baker seconded. The motion carried with all in favor.

Russett Farms Sewer Pipe Problem

Phil Robinson confirmed the work to correct the sewer problem near Windy Hill Road will be corrected. The Soil Conservation Plan was approved for the work.

Public Records Officer/Right to Know

J. Hoover moved to adopt Resolution 2013-02 that adopts policies and procedures relating to requests for public records and complying with the right-to-know law.

H. Baker seconded. The motion carried with all in favor.

Sewer Repairs in Wetlands

B. Sweitzer met with the Army Corps of Engineers who basically told him to get a permit for work prior to starting, even in an emergency. Eng. Holley will send B. Sweitzer a copy of Chapter 25 of the State code that deals with doing work in wetlands.

Aging Pump Stations

B. Sweitzer stated three of the four pump stations are 41 years old and are having more frequent problems. He will be including in the 2014 budget spare motors and impellers to keep on hand. The stations have two pumps and if one breaks down, it makes the other one work harder. The idea of keeping spare parts is to keep the station running so pumping and hauling don't need to be done while the part is being purchased and installed, especially over a weekend. The stations should also be evaluated to see what, if any, additional capacity could be handled at each station.

Johnson Controls

The newspaper article stated the company will not be moving the entire operation to the Stonebridge Business Park but only having around 450 employees which equates to about 13 EDUs. According to the last tabulation, the businesses in Stonebridge are using 109 EDUs out of the 171 it purchased in 1987.

ADJOURNMENT

J. Hoover moved to adjourn the meeting at 8:01 p.m.

H. Baker seconded. The motion carried with all in favor.

Prepared by Cindy L. Bosley
Recording Secretary/Borough Secretary