

Millcreek Richland Joint Authority Meeting Minutes

September 11, 2023

The Millcreek-Richland Joint Authority Meeting of September 11, 2023 was called to order by John Wolgemuth, Authority Chairman at 7:01 P.M.

Present: James Bottomley; Jan Klaus; John Wolgemuth; Rebecca Schnoke; Arthur Wealand; Jessica Weaver

Also in attendance: Amy Leonard, Esq. and Justin LaTourette

From JBT: Jessica Frances, Ann Decker, and Heather Via

From HRG: Dennis Reichel, Taylor Lebo, Jay Martin, and Bernell Martin

Secretary's Report: The Minutes of the August 7, 2023 meeting were offered. No corrections were noted. Mr. Wolgemuth made a motion, seconded by Mr. Klaus, to approve the August 7, 2023 meeting minutes. All voted in favor.

A presentation was offered by JBT staff regarding upcoming changes to the bank accepting MRJA payments. Beginning in June 2023, the bank now has limited hours. There has been a 30% decrease in foot traffic post-COVID and with customers switching to electronic methods. The Newmanstown branch is the most affected by this within JBT. As a result, JBT now has fewer staff at that branch. Accepting sewer payments is tedious. JBT is looking to stop collecting payments after the January 2024 payments. JBT expects the transition will take time.

JBT discussed concerns with check fraud which is becoming more prevalent. JBT offers a program called Positive Pay to alleviate those concerns. JBT has a program called smart pay express which allows for online payments by credit card through a link, with a \$1 (adjustable) fee. There would be a \$45/month fee to MRJA. JBT can also design a website to facilitate payment. The website would allow for a one-time payment or to create an account to do repetitive payments. The website would keep a record of payments. This option would not be for credit cards, just bank account information.

JBT understands this is a big change and is offering to prepare marketing paperwork to help with transition. They could do a "day" at the branch to help clients transition. There are approximately 1,900 households as clients. Payments will need to be mailed to MRJA in the future.

Representatives from HRG attended to discuss the Ash Road Project. N. Ash Road is not a public street. They obtained an easement to construct the low pressure system. They have submitted land development plans to Lebanon County and Millcreek Township. They estimate having 100 employees per day at the warehouse, which is the basis for their request for 23 EDUs/5,000 gallons per day.

Pump Station 2 is 40/50 years old with occasional weather overflows. It does not have the capacity for this project. The Authority has no designated funding or specific plan to update Pump Station 2. There was a meeting on August 17 between the Developer and MRJA consultants/members. HRG wants to discuss options for updating Pump Station 2 so it can serve

the Ash Road project. HRG submitted a proposal whereby they would do the design and permitting at a cost of approximately \$155,000 and MRJA would cover any available grants, land acquisition, construction, and administration for a new Pump Station at an approximate cost of \$1.5 million. The HRG proposal was discussed, with significant objections being raised by MRJA and its consultants.

Ms. Schnoke made a motion, seconded by Mr. Bottomley, to authorize Dan Hershey to counteroffer to HRG to reverse their proposal in terms of cost and responsibilities and MRJA to assist with land acquisition and set aside potential future capacity. All voted in favor.

Treasurer's Report: The Treasurer's Report and bills to be paid were reviewed for August 2023. Mr. Wolgemuth made a motion, seconded by Mr. Klaus, to pay all bills marked with asterisks as presented on the August Treasurer's report. All voted in favor. Ms. Weaver abstained.

Mr. Wolgemuth made a motion, seconded by Mr. Klaus to approve the Treasurer's report. All voted in favor.

Mr. Wolgemuth made a motion, seconded by Ms. Schnoke to pay Myerstown \$117,883.35 for MRJA's share of treatment costs. All voted in favor.

Justin LaTourette – Purified Operations LLC: Nothing to report, no alarms. Waiting on someone from AH Moyer to come out to replace a corroded pipe or make alternate recommendations.

Dan Hershey – Hershey Engineering: RigidPly has another project. They were working on Building #6, then there was the office building expansion. Now they want to work on Glulam Building #3. They submitted a request for 8 EDUs for an additional 1,750 gallons per day. He recommends MRJA approve the additional capacity request. Mr. Wolgemuth made a motion, seconded by Ms. Schnoke to approve 8 additional EDUs for RigidPly. All voted in favor.

Amy Leonard, Solicitor: Access easement agreement that was returned from the owners of 16 East Bethany. Mr. Bottomley made a motion, seconded by Ms. Schnoke to approve the agreement and authorize Mr. Wolgemuth to sign it. All voted in favor.

Old Business: Ms. Leonard spoke to Myerstown Water Authority. Myerstown Water Authority bills both water and sewer for Myerstown Borough. They are open to discussing doing the MRJA billing. They use the same billing system but are looking to perhaps change. There is a meeting on 9/14.

Ms. Schnoke discussed Richland Borough's process for the water and refuse bills. She could request a proposal from Diversified to determine a cost if MRJA accepted the payments or if Diversified received the payments. Diversified may be able to mail the bills also. There was additional discussion about hiring an administrative assistant instead of replacing the sewer billing clerk.

Mr. Klaus confirmed his decision to retire at the end of the year. A potential replacement was discussed.

Board Member Reports: None.

The delinquency report was discussed.

Correspondence: The Harris bill was received. Given the possible change in billing systems, Ms. Schnoke would check to see if we can pay quarterly. MRJA's current contract runs 9/1/2023 – 8/31/2024.

No news on a cleaning person.

New Business: none.

There being no further business to come before the Authority, Ms. Schnoke made a motion, seconded by Mr. Bottomley, to adjourn the meeting. Meeting adjourned at 9:14 P.M.

Respectfully submitted by
Secretary, Jessica Weaver