

Millcreek Richland Joint Authority Meeting Minutes

February 5, 2024

The Millcreek-Richland Joint Authority Meeting of February 5, 2024, was called to order by John Wolgemuth, Authority Chairman at 7:03 P.M.

Present: James Bottomley; John Wolgemuth; Arthur Wealand, Rebecca Schnoke, Jessica Weaver, and Cody Shalters

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

Public Comment: none

Secretary's Report:

The minutes of the January 8, 2024, meeting were offered. No corrections were noted. Ms. Schnoke made a motion, seconded by Mr. Shalters, to approve the January 8, 2024, meeting minutes. All voted in favor.

Treasurer's Report:

The Treasurer's Report and bills to be paid were reviewed for January 2024. Mr. Wolgemuth made a motion, seconded by Mr. Bottomley, to pay all bills marked with asterisks as presented in the January Treasurer's report. All voted in favor. Ms. Weaver abstained.

The Authority had communication from Mr. Hartzell, owner of 18 & 19 E Bethany. There are 2 vacant accounts for E Bethany. He planned to put apartments in and never did, so he is not using capacity, but received bills.

Mr. Hartzell also owns 40 E Main St. which is a commercial account, however the water is turned off. He was billed twice, once for \$77.50 and once for \$155. Ms. Schnoke is working on correcting errors with the commercial bills.

There have been reports of customers being unable to reach Diversified directly. Ms. Schnoke will address the issue with them on an upcoming call and see if any direct telephone number can be included in future bills.

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

Justin LaTourette – Purified Operations LLC:

Mr. LaTourette reported a quiet month in January. There were no issues other than after the rain event that caused high levels at Pump Station 1 & 2. Both pumps ran for about 15 hours each.

Mr. LaTourette had several conversations with Ben Lapp.

Dan Hershey – Hershey Engineering:

Ditchcreek reached out to Dan and Justin about concerns with 81 E Main Street. Mr. Lapp wanted a quote to do the work. An application for a sewer permit was provided to Ms. Schnoke. There is some uncertainty as to whether he plans to subdivide the property and give it a new house number, which would require a separate lateral, or if he plans to keep the property intact and need an additional EDU. Depending on what mechanism is used to alter the property into 2 units, the main may need to be extended, a design approved with a developer's agreement and escrow, with subsequent dedication. Ms. Leonard will verify whether the property has been subdivided. Mr. Lapp will need an additional EDU either way.

The current lateral is broken and needs to be repaired promptly. Ms. Leonard sent him a letter in January wherein Mr. Lapp was told to fix the issue within 2 weeks because the property is discharging sewer into the street. It's been more than a week already.

Mr. Hershey spoke to an engineering firm from Bethel about 21 W Main St., another of Mr. Lapp's properties. That firm didn't know anything about the issues.

Ditchcreek did 18,000 linear feet of televising. There are 12 manhole runs that need root cutting, 4 manhole runs need cleaning to remove debris, and there is 1 fracture in a pipe requiring repair. They quoted \$7,800 for cleaning and \$1,600 for traffic control for a total of \$9,400 to resolve all the issues found during the televising.

Ms. Schnoke made a motion, seconded by Mr. Bottomley, to approve Ditchcreek to do the cleaning and root cutter up to a cost of \$9,400. All voted in favor.

Ms. Schnoke made a motion, seconded by Mr. Bottomley, to approve Ditchcreek to make the pipe repair for \$2,300. All voted in favor.

Mr. Hershey will try to get 3 quotes for additional televising with the hope of completing all televising this year. If it is not able to be finished this year, there would only be a small amount left to do next year.

Mr. Hershey completed the Chapter 94 report.

Mr. Wolgemuth made a motion, seconded by Ms. Schnoke, to approve the Chapter 94 report. All voted in favor.

Mr. Hershey has met with Mr. LaTourette to schedule times to evaluate properties for the capital improvement plan. Mr. Hershey hopes to have the capital improvement plan completed by April.

Reviewed and discussed the updated proposal from John F. Martin about the Ash Road project. Ms. Leonard and Mr. Hershey will respond to Attorney Wertz with feedback on the updated proposal.

Amy Leonard, Solicitor:

Ms. Leonard drafted a letter to the Borough regarding the request to reduce the trash bills. Mr. Wolgemuth made a motion, seconded by Ms. Schnoke to send the letter to Borough.

Board Member Reports: none.

Office Report for Billing/Collections:

Ms. Schnoke is working on a few accounts. Maybelle was helping Ms. Schnoke to calculate commercial bills. Ms. Schnoke has a call with Diversified scheduled for tomorrow.

Correspondence:

The Authority received a letter from PennDOT asking for permission to enter. PennDOT is asking for access to sidewalks to do work. Plan is to do work on N. Race St. by end of year, start in spring, be done by end of the year. The Authority will add this to the March agenda for action.

Old Business: none.

New Business:

Maybelle has been helping prepare for the 2023 audit and catching up on the filing. She is willing to train the new person.

The board went into executive session at 8:42 p.m.

Executive session held to discuss personnel matters related to reviewing candidates for the administrative assistant position.

End of executive session 9:49 p.m.

The board agreed to interview 6 candidates for the administrative assistant position.

There being no further business to come before the Authority, Ms. Schnoke made a motion, seconded by Mr. Wolgemuth, to adjourn the meeting. Meeting adjourned at 9:49 P.M.

Respectfully submitted by
Secretary, Jessica Weaver