

*Minutes of the regular meeting of the Municipal Authority of the Borough of Derry held in the Authority office at 620 N. Chestnut Street, Derry, PA on Wednesday, December 18, 2019.*

*The meeting was called to order at 7:00 o'clock, p.m. with the following members answering the Roll Call: Mr. Peter A. Checca, Chairman; Mr. Frederick D. Goodman, Vice-Chairman; and Richard K. Thomas, Secretary. Also, in attendance were Authority Manager, Amy Forsha, Solicitor Samuel Dalfonso Esq., of Dodaro, Matta, and Cambest, and Engineer Mark Gera. Mr. Daniel D. Chaney, Treasurer was absent from tonight's meeting.*

*On a motion by Mr. Goodman and seconded by Mr. Thomas the minutes of the regular meeting of November 20, 2019 were presented for approval and all members voted in favor.*

#### *Visitors*

*Mrs. Debi Kelly of 116 Fannie Lane stated that she received a high bill for a leaky toilet and was put on a payment plan, and then received another high bill for \$700. Mrs. Kelly stated that we then posted her door for non-payment in December. Mrs. Kelly stated that her and Manager Forsha had a miscommunication and that the manager thought she was to bring in \$350 on December 13<sup>th</sup> and Mrs. Kelly stated that she told the manager she would bring in \$350 on December 20<sup>th</sup>. Mrs. Kelly then informed the Board that her water service was terminated today. The Board discussed her situation and agreed to turn her water back on and install a new meter on Thursday, provided that she pays \$350 on Friday. Next, Ms. Lola Turnbull, pastor of the First United Methodist Church read a letter to the Board. In the letter Pastor Turnbull requested that the Authority consider a three-category billing structure, residential; non-profit, tax exempt; and commercial. She also suggested that the non-profit, tax-exempt category of "churches" not be included in the Stormwater Run-off billing. After discussion the Board agreed to do more research and put the request on the agenda for next month's meeting.*

#### *Correspondence*

*Mrs. Forsha presented the correspondence. Mrs. Forsha presented an engagement letter and a request to be reappointed as auditor from Rennie and Associates. Mrs. Forsha stated that Rennie and Associates agreed to perform the audit of the water, sewer and storm system for 2019 for a price not to exceed \$11,800. On a motion by Mr. Thomas, seconded by Mr. Nicely all members voted in favor of retaining Rennie and Associates for the 2019 Audit.*

*Water Bills for November 2019 in the amount of \$162,925.12 Sewer Bills in the amount of \$60,659.78 and Storm Bills in the amount of \$5,473.06 were presented for payment. On a motion put forth by Mr. Goodman and seconded by Mr. Thomas, all members voted to pay the bills*

*The Water Treasurer's Report showing a checking account balance on October 31, 2019 of \$99,086.50 with deposits of \$117,323.17 and less expenses of \$162,925.12 leaving a reconciled balance of \$53,484.55 for November 30, 2019 was presented by Mrs. Forsha. A motion to accept the treasurer's report was offered by Mr. Thomas and seconded by Mr. Goodman and all members voted to accept the treasurer's report, as presented.*

*Next, Mrs. Forsha presented the Storm Treasurer's Report showing a checking account balance on October 31, 2019 of \$19,988.13 with deposits of \$11,716.52 and less expenses of \$5,473.06 leaving a reconciled balance of \$26,231.59 for November 30, 2019. A motion to accept the treasurer's report was offered by Mr. Thomas and seconded by Mr. Goodman and all members voted to accept the treasurer's report, as presented.*

*Next Mrs. Forsha presented the Sewer Treasurer's Report showing a checking account balance on October 31, 2019 of \$189,356.69 with deposits of \$61,909.77 and less expenses of \$60,659.78 leaving a reconciled balance of \$190,606.68 for November 30, 2019. Mr. Thomas moved and seconded by Mr. Goodman to accept the treasurer's report and attach the same as an exhibit and that the same be incorporated by reference and be made part of these minutes. Upon motion duly made and seconded, it was unanimously approved.*

*The Manager's Water & Sewer Reports were presented by Mrs. Forsha. Included in her detailed monthly reports, Manager Forsha commented on the condition of Ethel Lake and the total gallons of potable water pumped for last month. The costs associated with operating the pump house and the sewage plant were announced and also included was an equipment report on mileage and fuel consumption. The finished water turbidity reading of .022 NTU was also announced. Mrs. Forsha mentioned that the pump installation at the water treatment plant has been completed. Mrs. Forsha stated that the valves will be installed in January. In addition, Mrs. Forsha stated that she is meeting with Engineer Peter Buss to discuss replacement of the altitude valve.*

#### *The Engineer's Report*

*The Engineer did not have a report this evening.*

#### *The Solicitor's Report*

*The Solicitor had nothing to report on.*

#### *Water Old Business*

*Mrs. Forsha informed the Board that the DEP completed their annual inspection of the water treatment plant. Mrs. Forsha also stated that she contracted with All Service out of Illinois to conduct samples for the acid solubility analysis of the filter media. In addition, Mrs. Forsha presented pay estimate #6 from Bob Biter electric in the amount of \$8,789.26 for the install of Pump #2. On a motion by Mr. Goodman, seconded by Mr. Nicely all members approved the pay estimate.*

#### *Water New Business*

*Mrs. Forsha presented an employee handbook and mentioned that the workers comp loss insurance representative requested that the manual be developed. After discussion Mr. Goodman made a motion to approve the employee handbook and Mr. Thomas seconded with all members voting in favor.*

#### *Sewer Old Business*

*Mrs. Forsha mentioned that she is still in discussions with the DEP regarding the 5-year corrective action plan. Mrs. Forsha stated that she has developed a 10-year plan for reducing the hydraulic overload at the sewer plant and does not believe a 5-year plan is feasible. Mrs. Forsha said that the DEP wants the Authority to commit to investigating*

*the sewer system and repairing all defects within a 5-year time frame. Mrs. Forsha said without knowing the total scope of the defects and repairs needed it will be unrealistic for the authority to commit to repairs until the total cost is known and funding is available. Mrs. Forsha is waiting to hear back from the DEP on the 10-year plan she submitted.*

*Stormwater Department*

*Mrs. Forsha informed the Board that she is partnering with the Westmoreland Conservation District in order to submit a Growing Greener Grant Application to add some stormwater BMP's (Best Management Practices) to the office parking lot/property. Mrs. Forsha said the plans include a sediment trap near the parking lot entrance, a permeable picnic area, a rain garden, and a wash bay basin. Mrs. Forsha also stated that one home on High Street that had their sanitary sewer laterals connected into the storm system was corrected by the Authority. Mrs. Forsha stated that repairs of another home on High Street that has their sanitary sewer lateral connected into the storm system is to be scheduled. Next, the Board discussed granting religious organization a discount or exemption from the storm water fee. After discussion, Mr. Thomas made a motion to grant religious organizations a 40% credit on their stormwater bills, and Mr. Nicely seconded with Mr. Goodman voting in favor and Mr. Checca opposed. The motion passed 3-1.*

*On a motion by Mr. Goodman, seconded by Mr. Thomas, the Board entered into executive session at 8:16pm to discuss legal and personnel issues. The Board exited executive session at 8:40pm.*

*Mr. Thomas made a motion to adjourn the meeting at 8:40 pm o'clock and Mr. Nicely seconded with all members voting in favor.*

*Mr. Richard K. Thomas  
Secretary*