BOROUGH OF KUTZTOWN
WATER/WASTEWATER COMMITTEE MEETING
MINUTES OF AUGUST 14, 2019

A regular meeting of the Water/Wastewater Committee was held on August 14, 2019 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:45 p.m. by Mr. Ed Seyler, Chairman. Members present were: Mr. Ed Seyler, Mrs. Arabel Elliott and Dr. Derek Mace. Also in attendance: Mr. Gabriel Khalife, Borough Manager; Mr. Jarrad Burkert, Wastewater Plant Manager; Mr. Troy Smith, Water Plant Manager; Mr. Jim Schlegel, Mayor; and Ms. Jill Remick, Recording Secretary. Public Attendance: Mr. Justin Mendinsky representing HRG; Mr. William Taft representing New Enterprise Stone and Lime; Borough residents Mrs. Phila Back and Ms. Ladd Kidder.

APPROVAL OF MINUTES
The July 10, 2019 minutes were reviewed by members. Motion by Dr. Mace and seconded by Mrs. Elliott to approve the July 10, 2019 minutes as written. The motion passed by unanimous vote.

PUBLIC COMMENTS
Ms. Ladd Kidder distributed to Committee members some sample questions and three suggested consultants which she believes would be helpful to review the information regarding NESL’s requested changes to the Conditional Water Supply Agreement.

Mrs. Back also distributed for Committee review her opinion on possible future wellhead protection threats and asked the Committee to take them into consideration when reviewing NESL’s requested changes to the Conditional Water Supply Agreement.

WATER UTILITIES
Water report:
Gallons pumped for July 2019 – 17,880,000
Daily average pumped July 2019 – 576,774
Precipitation for July 2019 – 8.0"

Discuss Water Leak and Low Pressure on Noble St.
Mr. Smith explained the water leak which recently occurred in front of the Fire Company. Mr. Smith noted the Water Department noticed low hydrant pressure in that area and said a resident in that area also complained about low water pressure on occasion.
Discuss Relocation of Combined Filter Effluent Turbidity Sample Tap Per PADEP Regulations
Mr. Smith stated he recently took a class on DEP’s new infiltration rule and explained that Justin Mendinsky with HRG is in the process of filing the permit, with a permit filing fee of $1,000.00.

Discuss Backflow Prevention Program Proposal from Pennsylvania Water Specialties Company
Mr. Smith explained that PRWA forwarded contact information to the Borough for a company that tests commercial backflow preventers. He further explained this is a program the Borough should adopt in order to show DEP that we have a backflow prevention program in place. Committee members recommended Mr. Mooney look over the proposal and to invite the company to give a presentation at a future meeting.

Update on Filter Media Replacement Project
This project is complete.

Off Agenda Items
Mr. Smith reported the power generator at the Water Treatment Plant and the Hill Top Booster Station need to have the coolant flushed.

Mr. Smith also noted that the tapping machine needs to be replaced, or have the old one rebuilt. Members directed Mr. Smith to further research both options and to move forward with his preference.

Mr. Smith explained that the 8” water meter at the foundry is running very slow and water revenue is being lost. Motion by Dr. Mace and seconded by Mrs. Elliott to move forward with the purchase of a new 8” water meter for the foundry with an approximate cost of $25,000.00. The motion passed by unanimous vote.

WASTEWATER UTILITIES
Sewer report:
Influent flow for July 2019 – 34,178,000
Effluent flow for July 2019 – 39,147,000
Daily average influent flow July 2019 – 1,103,000
Melted precipitation July 2019 – 7.5”

Update on NPDES & DRBC Permits
Mr. Burkert explained the DRBC Docket was finally received and contained some minor discrepancies which will be addressed. The NPDES update was received via phone and also contained some discrepancies which Mr. Burkert and Mr. Mendinsky will review once the paper Docket is received.

Update on:
- Channel Monster Grinders
  No update.
• **New Lab Equipment**  
The intern from KU has begun working with the equipment and the information being received through the equipment is accurate. The intern has also been able to train Wastewater personnel on the equipment.

• **509 College Boulevard Project**  
The sewer portion is complete and the customer is waiting on Maxatawny Township to approve their plumbing plans.

• **USDA Project Funding**  
Mr. Mendinsky reviewed the items discussed at the recent meeting with USDA and explained the next application process which entails 28 pages of additional steps that will need to be completed, some of which will need to be handled by HRG and will increase the Borough’s engineering fees. Committee members and Mr. Mendinsky discussed at length the costs associated with the next application process versus the benefits of further pursuing a possible USDA loan, since there are not guarantees the Borough will receive the loan. Mr. Mendinsky stated he will speak with the USDA representative to try and receive an answer if the Borough will likely receive the requested funding if the next application process is submitted. Mr. Khalife stated he will pursue other avenues for funding if the USDA loan is not pursued.

**Off Agenda Items**  
Mr. Burkert explained the sewer credit request for 345 N. Kemp St. and noted the water was not processed through the Sewer Treatment Plant. Motion by Dr. Mace and seconded by Mrs. Elliott to recommend Borough Council approve a sewer credit in the amount of $206.08. The motion passed by unanimous vote.

The new effluent meter has been installed and Mr. Burkert provided examples of the new graphs and data which is being pulled in.

**ADJOURNMENT**  
There being no further business to discuss, motion by Mr. Seyler and seconded by Mrs. Elliott to adjourn the meeting. The motion carried and the meeting was adjourned at 8:58 p.m.

**cc:** W/WW Committee  
Gabriel Khalife, Borough Manager  
Troy Smith, Water Plant Manager  
Jarrad Burkert, Wastewater Plant Manager  
Jim Schlegel, Mayor