BOROUGH OF KUTZTOWN  
WATER/WASTEWATER COMMITTEE MEETING  
MINUTES OF FEBRUARY 13, 2019

A regular meeting of the Water/Wastewater Committee was held on February 13, 2019 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 p.m. by Mr. Ed Seyler. Members present were: Mr. Ed Seyler, Dr. Derek Mace and Mrs. Arabel Elliott. Also in attendance: Mr. Gabriel Khalife, Borough Manger; Mr. Troy Smith, Water Plant Manager; Mr. Jarrad Burkert, Wastewater Plant Manager; and Ms. Jill Remick, Recording Secretary. Public Attendance: Mr. William Taft representing New Enterprise Stone and Lime, Mr. Justin Mendinsky representing HRG Engineering, and Ms. Lisa Ladd-Kidder.

APPROVAL OF MINUTES  
The January 9, 2019 minutes were reviewed by members. Motion by Mrs. Elliott and seconded by Mr. Seyler to approve the January 9, 2019 minutes as written. The motion passed by unanimous vote.

PUBLIC COMMENTS  
Ms. Ladd-Kidder read a statement noting she received a copy of the 2018 quarterly metal test report from New Enterprise Stone and Lime and noted this is the first quarterly metal test report received which could provide a baseline for future reports. The 2018 quarterly metal test results are available to be viewed on the Borough’s website.

WATER UTILITIES  
Water report:  
Gallons pumped for January 2019 – 18,437,000  
Daily average pumped January 2019 – 594,741  
Precipitation for January 2019 – 4.3”

Update Filter Media Replacement Project  
Mr. Smith reported he is in the process of obtaining additional quotes and will have the information ready for execution at March’s meeting. Mr. Smith noted that he has received one additional quote from a different vendor which is significantly higher than a current quote he has on file.

Approval for HRG to Complete the Annual Water Protection  
Mr. Mendinsky stated he has information from Mr. Larry Lloyd and he will work with Mr. Lloyd to complete the report. Motion by Dr. Mace and seconded by Mr. Seyler to recommend Borough Council authorize HRG to complete the Borough’s Annual Water Protection Report. The motion passed by unanimous vote.
Discuss Proposal from Berks Nature for 2019
Mr. Lloyd briefly reviewed his proposal which included the use of riparian buffers, manure storage and stated he is working with other farms at the top of the waters in Longswamp Township. Motion by Dr. Mace and seconded by Mrs. Elliott to recommend Borough Council approve the $15,000.00 annual donation to Berks Nature for their work on the Sacony Creek Watershed Water Quality Initiative. The motion passed by unanimous vote. The Committee thanked Mr. Lloyd and Berks Nature for the outstanding work they have been doing.

Discuss 2018 Water Audit Report
Mr. Smith briefly reviewed the report and noted that if the Borough moves forward with the new AMI system that technology would assist with leak detection.

Off Agenda Items
There were no off agenda items.

WASTEWATER UTILITIES
Sewer report:
Influent flow for January 2019 – 46,277,000
Effluent flow for January 2019 – 44,512,000
Daily average Influent Flow January 2019 – 1,493,000
Melted precipitation January 2019 – 4.1”

Update on DRBC Docket & DEP NPDES Permit
Mr. Burkert explained he is still waiting to receive these items.

Update on Raw Pump #3
Mr. Burkert explained the pump start-up was on February 12, 2019. He stated he is still waiting for some specific paperwork such as warranty paperwork. He then reviewed the issue of the unit controls not working for this pump, which is 1970’s equipment. Mr. Burkert will be calling in a technician who will come out to work on the unit.

Update on Funding Projects
This topic was discussed under Updates/Review of Water/Wastewater Funding Projects from Justin Mendinsky of HRG.

Review KU student I&I Project
Mr. Burkert explained two students at the University will be working on analyzing the I&I information. It will be a project that will encompass topics such as what it is and the cost to treat it.

Updates/Review of Water/Wastewater Funding Projects from Justin Mendinsky of HRG
Mr. Mendinsky reviewed the general steps to follow when applying for USDA funding. The Committee briefly discussed the following projects with Mr. Mendinsky:
• Briar Cliff Project – pump station upgrade and line repairs
• College garden drive – pump station upgrade and I&I improvements
• Sludge dewatering press at Wastewater Treatment Plant
• Filter media replacement and nitrate regeneration vessel for Water Department

Mr. Mendinsky stated he would begin the process by gathering cost estimates for the projects and then move forward with the pre-application information. Motion by Dr. Mace and seconded by Mrs. Elliott to recommend Borough Council authorize HRG to begin the application process with the USDA for Water and Sewer capital improvement projects to be funded by a loan and/or grant. The motion passed by unanimous vote.

**Discuss Funding for AMI Project (Water Meters) and Approval to Proceed from Council**
The Committee had previously discussed this project and noted it would not be part of the USDA capital improvements loan/grant.

**Off Agenda Items**
Mr. Burkert stated he will be changing HVAC companies.

Mr. Burkert reported he received an email from Maxatawny Township Municipal Authority’s engineer who stated that the MTMA has received quotes to fix their pump station equipment problems. Mr. Burkert stated that if the MTMA does not move forward with fixing the equipment issues then the Borough will need to move forward with other measures.

Mr. Burkert updated the Committee regarding an inspector who noted that improvements will need to be made to the dog kennel at the Wastewater Treatment Plant.

Mr. Burkert and the Committee discussed the request from NaturaLawn who wants to tie into the Borough’s water and sewer system. Mr. Khalife noted that the MTMA gave the Borough permission to serve the NaturaLawn. Mr. Burkert explained he will need to look into where the property lies in relation to the force main. There is a possibility that a meter pit would need to be installed in their parking lot in order to meter the water.

**ADJOURNMENT**
There being no further business to discuss, motion by Mrs. Elliott and seconded by Mr. Seyler to adjourn the meeting. The motion carried and the meeting was adjourned at 9:10 p.m.

cc: WWW Committee
    Gabriel Khalife, Borough Manager
    Troy Smith, Water Plant Manager
    Jarrad Burkert, Wastewater Plant Manager
    Jim Schlegel, Mayor