BOROUGH OF KUTZTOWN
WATER/WASTEWATER COMMITTEE MEETING
MINUTES OF JANUARY 12, 2022

A regular meeting of the Water/Wastewater Committee was held on Wednesday, January 12, 2022 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 8:00 p.m. by Mr. Ed Seyler, Chairman. Members present were: Mr. Ed Seyler and Ms. Lisa Ladd-Kidder. Also in attendance: Mr. Gabriel Khalife, Borough Manager; Mr. Troy Smith, Water Plant Manager; Mr. Jarrad Burkert, Sewer Plant Manager; and Ms. Jill Remick, Recording Secretary. Public Attendance: Mr. Keith Rhodes and Mr. Justin Mendinsky representing HRG; Mr. Richard Lehr, representing The Edge at Kutztown.

APPROVAL OF MINUTES
The December 8, 2021 meeting minutes were reviewed by members. Motion by Ms. Ladd-Kidder and seconded by Mr. Seyler to approve the December 8, 2021 minutes as written. The motion passed by unanimous vote.

PUBLIC COMMENTS
Mr. Richard Lehr, project manager for a dog park at The Edge apartments, spoke with the Committee regarding a proposed dog park. Mr. Lehr stated he has been working with both Maxatawny Township and the Kutztown Community Development Office regarding easements. Mr. Khalife stated Mr. Mooney will draft an agreement regarding the easements, and language in the document will include the need for the Borough to access our utilities when needed, and anything damaged or removed while obtaining access would be at the expense of the property owner. Mr. Lehr stated he understood and will review and sign the document when available.

Motion by Ms. Ladd-Kidder and seconded by Mr. Seyler to recommend Borough Council take action to enter into an easement agreement with The Edge at Kutztown, contingent upon Mr. Mooney’s agreement being reviewed and accepted by all parties. The motion passed by unanimous vote.

WATER UTILITIES
Water report:
Gallons pumped for December 2021 – 21,174,000
Daily average pumped December 2021 – 683,032
Precipitation for December – 1.3”

Discuss Wentz Street Tie-In Pricing
Mr. Mendinsky provided his retainer agreement for this project for member review.
Mr. Burkert explained he is planning on coordinating his sewer point repairs on Greenwich Street with this project in order to lessen the cost of his project.

Discuss Tracer Study Pricing
Mr. Smith noted he will meet with DEP on January 19, 2022 to receive the final violation report. Mr. Smith noted a tracer study will most likely need to be conducted. HRG explained they have a contractor that does this type of work and have contacted them to possibly handle this project for the Borough.

Review I.K. Stoltzfus Quote for Tank #1 Maintenance
Mr. Smith explained water tank #1 needs exterior cleaning/coating/and touch up painting. I.K. Stoltzfus Service Corp. submitted a quote in the amount of $46,000.00. Mr. Smith noted he has this money reserved under maintenance in his budget. Motion by Ms. Ladd-Kidder and seconded by Mr. Seyler to recommend Borough Council take action to approve the maintenance work on water tank #1 in the amount of $46,000.00. The motion passed by unanimous vote.

Mr. Smith also stated that some of the recommended tree work can be handled by the Borough’s Electric Department.

Request for 15 Water EDU’s at South Elm St. Apartment Project
Mr. Smith noted this project is requesting 15 EDU’s of water with an estimated use of 2,430 gpd. Motion by Ms. Ladd-Kidder and seconded by Mr. Seyler to recommend Borough Council grant 15 EDU’s of water for the South Elm Street apartment project. The motion carried by unanimous vote.

Discuss PADEP Filter Plant Performance Evaluation Preliminary Report
Mr. Smith again noted he will meet with DEP on January 19, 2022 at 10:00 a.m. to discuss the violations. Mr. Smith invited Committee members to attend if they are available.

Discuss Peach St. Bridge Project
Mr. Khalife stated the Borough attended a conference call where the Borough again explained to the project managers that the Borough will not be financially responsible for moving the water or sewer utilities associated with this project. He also noted that while on the conference call he further explained that this is a County bridge/County project and expenses, and responsibility should fall on the County.

Off Agenda Items
Mr. Smith explained the fire hydrant on the corner of Greenwich Street and West Walnut Street will need to be replaced. Prior to hydrant replacement an insert valve will be placed on the 6” main located within Greenwich Street. Mr. Seyler asked that a note be placed on the Council Agenda explaining this project.

Mr. Smith also noted that a project planned for Ivy League Drive and Kutztown Road is inquiring with HRG about receiving Borough water. Mr. Smith explained that this is a KMA customer and KMA asked HRG to obtain a formal request.
WASTEWATER UTILITIES
Sewer report:
Influent flow for December 2021 – 23,049,000
Effluent flow for December 2021 – 22,807,000
Daily Average Influent Flow December 2021 – 744,000
Melted precipitation November 2021 – 1.1"

Review Cost for CIPP Work on Greenwich St.
Mr. Burkert explained the non-excavation work will include 10 point repairs with a total cost of $16,500.00. He noted this will be further discussed for approval at the February Committee meeting.

Update on Hilltop Pump Station Pump Issues
Mr. Burkert explained the parts for Pump 1 had been substantially delayed and on backorder. Due to failures of Pump 2 a new pump has been ordered.

Update on Hilltop Pump Station Water Run-Off Issue From Neighboring Lot Development
Mr. Burkert noted that Michelle Lopez, from the Community Development Office, and himself have met with Grande to develop a solution. Per the meeting Grande will place a silt sock as a temporary solution until property lines are determined.

Update on Sludge Press/Storage Tank
Mr. Mendinski recommended to look at the storage tank first and then coordinate the storage tank work with the sludge press project. Mr. Mendinski further recommended that I.K. Stoltzfus Service Corp. conduct a site visit to gather scope of project information and costs. The Committee directed HRG to proceed with evaluating costs of repair, or replacement, of the storage tank.

Update on H202 Pilot Study
Mr. Burkert explained that Process Masters will provide HRG with a summary letter of the pilot study, and HRG will then submit their recommendation letter, along with the letter provided by Process Masters, to PADEP.

Update on Borough Code for Sewer
Mr. Mendinski noted he has been reviewing the NPDS permit in place at the Sewer Treatment Plant and the current Borough codes regarding I&I, sump pumps, users, and billing classifications. He will provide a summarization and proposal by the March 2022 meeting. Mr. Burkert explained that once the Borough codes are updated then KMA codes will be reviewed and considered for adoption.

Request for Sewer EDU's/Letter of Capacity for the Elm Street Apartment Project
Mr. Burkert noted this project is requesting 15 EDU's of sewer with an estimate use of 3,360 gpd. Motion by Ms. Ladd-Kidder and seconded by Mr. Seyler to recommend Borough Council grant 15 EDU's of sewer for the South Elm Street apartment project. The motion carried by unanimous vote.
Motion by Ms. Ladd-Kidder and seconded by Mr. Seyler to recommend Borough Council take action to authorize and sign the planning module. The motion carried by unanimous vote.

**Update on AD Moyer Proposed Improvements**
Mr. Burkert briefly stated that Michelle Lopez, from the Community Development Office, and himself are working with A.D. Moyer on this project.

**Off Agenda Items**
Mr. Burkert explained that Highland Avenue had been cleaned and televised in 2021. He has asked HRG to review the data and video to determine the repair/replacement severity levels and to advise of the cost for the needed work.

Mr. Burkert noted that valve actuators were budgeted for 2022. Committee Members directed Mr. Burkert to move forward and place the order.

**ADJOURNMENT**
There being no further business to discuss, motion by Ms. Ladd-Kidder and seconded by Mr. Seyler to adjourn the meeting. The motion carried and the meeting was adjourned at 9:33 p.m.