BOROUGH OF KUTZTOWN
WATER/WASTEWATER COMMITTEE MEETING
MINUTES OF MAY 11, 2022

A regular meeting of the Water/Wastewater Committee was held on Wednesday, May 11, 2022 at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 p.m. by Mr. Ed Seyler, Chairman. Members present were: Mr. Ed Seyler, Dr. Derek Mace 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; Mr. Jim Schlegel, Mayor; and Ms. Jill Remick, Recording Secretary. Public Attendance: None

APPROVAL OF MINUTES
The April 13, 2022 and April 27, 2022 meeting minutes were reviewed by members. Motion by Dr. Mace and seconded by Ms. Ladd-Kidder to approve the April 13, 2022 and April 27, 2022 minutes as written. The motion passed by unanimous vote.

PUBLIC COMMENTS
There were no public comments.

WATER UTILITIES
Water report:
Gallons pumped for April 2022 – 23,251,000
Daily average pumped April 2022 – 775,033
Precipitation for April 2022 – 4.2”

Discuss PCE
Mr. Khalife discussed the proposed letter to be drafted regarding the PCE’s. Once drafted he will distribute the letter to members for review, prior to the Borough Council meeting.

Tracer Study Update
Mr. Smith noted HRG will send a proposal to DEP for their review and approval. Once approved a contractor can begin the work.

Review HRG Proposal for Peach Street
Motion by Dr. Mace and seconded by Ms. Ladd-Kidder to recommend Brough Council take action to approve the HRG Peach Street Proposal, contingent upon a reimbursement agreement from the County. The motion passed by unanimous vote.

Off Agenda Items
Mr. Smith reviewed with the Committee the need for a lead service pipe inventory per new Federal rules. Letters and communication to Borough residents will be needed in
the future. Information gathered through inspections and resident communication will be mapped in GIS. Members directed Mr. Smith to begin the process.

Mr. Smith explained there is one resident who would not allow their water node to be reprogrammed during and after the Covid outbreak; therefore, their meter readings have been estimated for over two years. Mr. Smith noted it was communicated to the owner that they would ultimately be responsible for the payment of all water use, including leaks not detected, or if the meter was underestimated by the Borough. Members directed Mr. Smith to make a final phone call to schedule an appointment, and if needed, a certified letter should be mailed to communicate pending shut-off at the curb stop.

Ms. Ladd-Kidder requested the quarry supply the Borough with the daily pumping rates. Mr. Smith stated he will contact the quarry to request their daily pumping rates.

WASTEWATER UTILITIES

Sewer report:
Influent flow for April 2022 – 54,690,000
Effluent flow for April 2022 – 52,459,000
Daily Average Influent Flow April 2022 – 1,823,000
Melted precipitation April 2022 – 4.4”

Update on Sludge Storage Tank Project
Mr. Burkert explained the future process and noted if temporary tanks can be set up in June then cleaning can start in July, followed by inspection.

Update on Point Repairs on Greenwich Street
The repairs on Greenwich Street were completed in April. Mr. Burkert is expecting to see a slight decrease in I&I.

Update on Mischief at Briar Cliff Pump Station
Mr. Burkert explained that people have been trespassing by climbing over the fence surrounding the Briar Cliff Pump Station. Members directed Mr. Burkert to move forward with installation of a camera and motion sensor light.

Discuss Highland Avenue Pump Station
Mr. Burkert discussed the Highland Avenue Pump Station with members. Motion by Dr. Mace and seconded by Ms. Ladd-Kidder to direct HRG to draft a proposal and cost estimate for the pump station rehab at Highland Avenue as part of PA DEP’s order to submit a corrective action plan for Highland Avenue Pump Station/Drainage Area by the submission date for 2022’s Ch.94 Report. The motion passed by unanimous vote.

Discuss Truck 109
Mr. Burkert reviewed the repair work with members and noted a new truck will be needed within the next two or three years.
**Off Agenda Items**
Mr. Burkert stated a tow behind generator was previously approved to be purchased by the Wastewater Department; however, he would prefer to get a diesel pump. Members directed Mr. Burkert to use his discretion to purchase the proper piece of equipment.

**ADJOURNMENT**
There being no further business to discuss, motion by Dr. Mace and seconded by Ms. Ladd-Kidder to adjourn the meeting. The motion carried and the meeting was adjourned at 9:00 p.m.