BOROUGH OF KUTZTOWN
WATER/WASTEWATER COMMITTEE MEETING
MINUTES OF NOVEMBER 5, 2020

A regular meeting of the Water/Wastewater Committee was held on November 5, 2020 via a zoom meeting.

The meeting was called to order at 7:32 p.m. by Mr. Ed Seyler, Chairman. Members present were: Mr. Ed Seyler Mr. Zebulon Hull 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: Ms. Lisa Ladd-Kidder and Ms. Phila Back.

APPROVAL OF MINUTES
The October 14, 2020 meeting minutes were reviewed by members. Motion by Dr. Mace and seconded by Mr. Seyler to approve the October 14, 2020 minutes as written. The motion passed by unanimous vote.

PUBLIC COMMENTS
Ms. Ladd-Kidder commented on the Comprehensive Plan for the Water and Sewer Department.

WATER UTILITIES
Water report:
  Gallons pumped for October 2020 – 20,708,000
  Daily average pumped October 2020 – 668,000
  Precipitation for October 2020 – 2.6”

Update on AMI Progress
Mr. Smith reviewed that appointments are still being made and explained Eaton will be providing, at their expense, ten additional relays which will hopefully close the program.

AWOP Award #10
Mr. Smith noted that the Water Department was awarded the AWOP (Area Wide Optimization Program) for the 10th year. This National award is given to water plants to recognize the operators’ outstanding efforts toward optimizing filter plant turbidity performance. This award is possible because of the outstanding work and dedication of the Borough’s Water Plant Operators in operating and maintaining the plant as well as Borough Council’s support of the staff and plant needs.
Discuss Water/Wastewater Department Comprehensive Plan
Mr. Smith and Mr. Burkert asked the Committee if there is still the need to move forward with the plan if the Borough will no longer be selling water and sewer services outside of the Borough. Mr. Smith stated that both the Water and Sewer Department Plans would cost approximately $20,000.00 to $30,000.00 each. The Committee discussed how in-depth HRG should write the plan. Mr. Smith suggested having HRG complete an itemized estimate. Further discussion ensued regarding the Borough gaining revenue through selling water outside of the Borough versus keeping the Borough in a small closed system, and the need for revenue to replace capital expenditures like water mains which are leaking.

Mr. Burkert noted that for the Sewer Department it is important to determine how the Borough would like to proceed regarding sewer growth in the Township and that any growth will require the cooperation of MTMA and Maxatawny Township. The Borough, through the Comprehensive Plan, should also discuss what type of customer will be added into the system as far as what that entity will be discharging into the system.

The Committee directed Mr. Smith and Mr. Burkert to proceed with requesting HRG submit an itemized estimate for each department’s Comprehensive Plan.

FYI – MTMA Letters Requesting Services were Received for:
- 15305 Kutztown Rd. – Current KMA Water and BOK Sewer Customer
  Mr. Khalife provided an estimated increase in EDU use.
- 15065 Kutztown Rd./Tucker Tract Medical Facility – Requesting Water for Domestic Use & Fire Service (New KMA Customer)
  Mr. Smith noted MTMA would like to extend the water line, and also stated they would take ownership of the line starting at the Hampton Inn. MTMA is also requesting additional water usage for future expansion beyond Hampton Inn.

Off Agenda Items
No items.

WASTEWATER UTILITIES
Sewer report:
Influent flow for October 2020 – 24,490,000
Effluent flow for October 2020 – 23,340,000
Daily average influent flow October 2020 – 790,000
Melted precipitation October 2020 – 3.2”

Update on Briar Cliff/College Garden Pump Station Projects
Mr. Burkert explained Mr. Rehab is finished with the first part of this project and noted that he feels this work is already having a positive impact on I&I.
Update on Phosphorous Mixer Drive & Recirc. Pumps from Flooding
Mr. Burkert noted that much of this work was handled in house.

Discuss Tree Removal Quote at WWTP
Mr. Burkert explained that tree removal was not budgeted; however, he believes these trees will cause fence and equipment damage when they fall down. He would like this work to be done at the same time as the fence repair work. Motion by Dr. Mace and seconded by Mr. Seyler to approve the tree removal project in the amount of $4,000.00. The motion passed by unanimous vote.

Discuss Security/Fire Alarm Quote
Motion by Dr. Mace and seconded by Mr. Seyler to approve the security and alarm system project in the amount of $12,954.35. The motion passed by unanimous vote.

Off Agenda Items
Mr. Burkert noted that the Sewer Department will be receiving the E.P.W.P.C.O.A. award for the Department’s involvement in public education.

Mr. Burkert briefly explained that the flow meter will be pulled at the Trexler Avenue location and a student intern will work with Mr. Burkert on interpreting the data.

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

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