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

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

The meeting was called to order at 8:03 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. Mike Miller, Crew Leader/Acting Sewer Plant Manager; Mr. Jim Schlegel, Mayor; and Ms. Jill Remick, Recording Secretary. Mr. Jarrad Burkert joined the meeting virtually. Public Attendance: Mr. Josh Tucker.

APPROVAL OF MINUTES
The September 14, 2022 meeting minutes were reviewed by members. Motion by Dr. Derek Mace and seconded by Ms. Ladd-Kidder to approve the September 14, 2022 minutes as written. The motion passed by unanimous vote.

PUBLIC COMMENTS
Mr. Tucker discussed plans for a developer to build a housing development on 38 acres of land located off of Sharadin Road in Maxatawny Township. Mr. Tucker explained the tentative plans would include a mix of single family, duplex style and town homes. Mr. Tucker inquired on the process of how to request public water from the Borough of Kutztown, and if the Borough/KMA would be willing to supply the development with the needed water. Mr. Khalife directed Mr. Tucker to first approach MTMA with the request to receive water from the Borough of Kutztown, and once the property would be released by MTMA, the request would then need to be reviewed and approved by KMA and the Water/Wastewater Committee/Borough Council.

WATER UTILITIES
Water report:
Gallons pumped for September 2022 – 23,562,000
Daily average pumped September 2022 – 785,000
Precipitation for September 2022 – 3.8"

East Penn & St. Luke’s Bulk Water Agreements
Mr. Khalife explained there is one bulk water agreement which was signed at the KMA meeting. The agreement is between KMA and MTMA for these projects. The agreement will be taken to Maxatawny Township for MTMA signatures.
Review Water Rates for 2023
Mr. Smith introduced the idea of charging Maxatawny Township the $2.00 infrastructure charge per water hook-up in the Township, noting that right now they only pay one $2.00 charge for the bulk water meter pit, regardless of how many properties is serves after the pit. This idea would bring Maxatawny Township residents more in-line with how the Borough of Kutztown residents are charged.

Update on Back Wash Pump Repairs
Mr. Smith noted the repairs are completed and the equipment is running.

Update on Filter #1 VFD
Mr. Smith explained that after a seven month wait time this was recently installed.

Discuss Pursuing CFA Grants for Water & Sewer Projects
Mr. Smith and Mr. Miller will be meeting with Mr. Mendinsky, HRG, to discuss pursuing future grants.

Review Proposed 2023 Water Budget
Mr. Khalife distributed and briefly reviewed the draft 2023 water budget.

Berks County Conservation District Memorandum of Understanding
Motion by Ms. Ladd-Kidder and seconded by Dr. Mace to forward the Memorandum of Understanding to Borough Council for review and approval. The motion passed by unanimous vote.

Off Agenda Items
There were no off agenda items.

WASTEWATER UTILITIES
Sewer report:
Influent flow for September 2022 – 26,773,800
Effluent flow for September 2022 – 25,616,800
Daily Average Influent Flow September 2022 – 892,500
Melted precipitation September 2022 – 4.0”

Payment App. #2 to I.K. Stoltzfus in the Amount of $101,452.50
Motion by Dr. Mace and seconded by Ms. Ladd-Kidder to recommend Borough Council take action to approve payment application #2, to I.K. Stoltzfus, in the amount of $101,452.50. The motion passed by unanimous vote.

Update on Sludge Storage Tank Project
Mr. Miller reported that the welding and patches are completed, as well as the painting inside the painting. The painting on the outside of the tank still needs to be completed. Mr. Miller is hoping the project will be completed by end of October, weather permitting.
Update on Level Sensor for Chem Tank
The replacement has been received, installed and is working.

Discuss Sewer Ordinance
Ms. Ladd-Kidder noted several organizational issues which she would like corrected prior to the Committee approving the ordinance. Committee members directed Ms. Ladd-Kidder to make the appropriate changes and forward the new draft to Mr. Mooney, Mr. Khalife, Mr. Miller, and Mr. Burkert.

Update on New Truck
Mr. Miller explained that the Borough mechanic is currently gathering specifications for the new truck and noted current shipping restraints.

Review Proposed 2023 Sewer Budget
Mr. Khalife distributed and briefly reviewed the draft 2023 sewer budget.

Off Agenda Items
Mr. Burkert explained that the Hilltop Phase III plans still have not been submitted to be reviewed and approved by the Borough of Kutztown, the Community Development office and Borough engineers. Mr. Khalife stated that the Code Office and himself are aware that plans still need to be submitted by the developer.

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 10:00 p.m.