

## **Newmanstown Water Authority November 20, 2023**

The regular monthly meeting was held on Monday, November 20, 2023 at 7:00 pm at the Newmanstown Water Authority's office. The meeting was opened with the pledge of allegiance to the flag of the United States of America.

In attendance were:

*John Kantner*

*Steve Hickernell*

*Robin Bomgardner*

*Susan Harper*

*William Zimmerman*

*John Tschudy*

*Leonard Ontkos*

*Scott Sweigart*

*Darryl Jenkins*

*Timothy Engler*

*Visitor - Mr. Ben Lapp - Owner of properties at 81 E Main Street and 21 W Main Street, Newmanstown*

Mr. Lapp was asked to attend the November meeting to discuss water service to the properties at 81 E Main Street and 21 W Main Street in Newmanstown. These properties were converted from single family units to multi-tenant units. Mr. Lapp was advised of the rules and regulations of NWA when converting a property to a multi-tenant unit. A letter for each property was given, advising of the work that needs to be done and the costs associated with this work. It was explained that in order for work to be started on either property, that payment in full as stated in the letter, must be received. Payment was made for the work to be completed at 81 E Main Street. Mr. Lapp was advised that he must get a surveyor for both properties for the property lines to be determined. After payment was made, Mr. Lapp left the meeting and said he would be in touch with any questions he would have.

The meeting of the Newmanstown Water Authority continued.

A motion was made by Steve and seconded by Lenny to approve the October 2023 meeting minutes. All aye. So approved.

### Secretary's Report

Susan gave a copy of the URL for the new payment method that was requested by Jonestown Bank and Trust and the flyer to be mailed, for the board members for review. JBT will mail the flyer to NWA customers the first week in December. This payment change will take effect with the 4<sup>th</sup> quarter billing to be mailed January 1<sup>st</sup>. JBT offered to hold training, at the bank, for any customer that would like to see how this payment option will work. The sessions will be on 01/04/24 and 01/11/24 from 10 am to 4 pm. Susan will supply a spreadsheet with customer names and addresses to JBT for this mailing. A letter to customers, from NWA, will be included in the 4<sup>th</sup> quarter billing to explain all payment options offered.

The 9-month CD we have with Lebanon Federal Credit Union will mature on 11/28/23. In checking with them for the current rates, we were advised there is a 9 month and 15-month CD available in November with a rate of 5.37% - 5.50% APY. A motion was made by Scott and seconded by Robin to open a new 9-month CD after our current CD matures. All aye. So approved.

Susan reported that 23 customers did not pay the 3<sup>rd</sup> quarter 2023 bills and collection letters were mailed to these customers on 11/17/23.

#### Operator's Report

Steve reported the gallons of water consumed in the month of October was 3,616,621 gallons. The average chlorine residual was .98% and coliform was absent. The readings were taken on 10/04/23. Also reported that the TTHM and HAA5 samples taken on 09/14/23 were all in line. On 10/04/23 nitrates were 4.49% and nitrites were <.1.

Reported on work that electrician, Bryan Rittle, completed at the reservoir. Details follow in the Chairman's report.

#### Engineer's Report

Darryl notified the board that he will be leaving employment with Spotts, Stevens and McCoy on 12/01/23. He introduced Jason Coyle as the engineer that will work with the NWA in his place.

He reported that the Lead/Copper spreadsheet is being worked on and will be forwarded to the NWA upon completion. The outstanding reimbursement that was submitted to Penn Dot had been returned for changes, and those changes were made and this will be resubmitted to Penn Dot.

He reminded us that the end of the year reports (Chapter 110, DRBC Water Audit, and Tier III Report) must be completed and ready for the January 2024 meeting. It was stated that the Tier III Report will be submitted on-line this year.

#### Chairman's Report

John reported on the work that Bryan Rittle completed at the reservoir. Installation was made of a back-up generator for the chlorine sensors, a heater on the reservoir building, power indicator light on the exterior and a dusk to dawn light on the reservoir tank. Kohl Brothers also completed work on the new sensor at well #5.

John also discussed the customers that were delinquent in payment as mentioned above.

John asked Tim Engler, our solicitor, to look into the new revision to the "Sunshine Rule" pertaining to the monthly agenda. Tim will also revise the resolution for the by-laws for the Secretary/Treasurer and the number of board members required; this will be completed for the January meeting.

#### OLD BUSINESS

Correspondence and work continue on new housing project at 322 W Main Street

#### NEW BUSINESS

Discussion was held on obtaining quotes for work completion. If vendors are registered with Co-Star, it is no longer necessary to get three quotes for new jobs.

A listing of 2024 meeting dates was distributed. A motion was made by Scott and seconded by Bill to accept the meeting dates as presented. All aye. So approved.

It was questioned if we heard anything on the meeting to be set up with Lebanon County Planning Department, concerning the John F. Martin project and their connection to public water. To date nothing was heard on a scheduled meeting date.

#### NWA Project list for 2023

Water tank cleaning to be done sometime in the Fall because of the dry conditions.  
Krall Landscape – seeding on property between the office and alley  
Continue and complete painting of fire hydrants  
Continue to locate all water service laterals into homes and mark/repair as needed  
NWA projects for new grant funding. November meeting was postponed until January 2024.  
Additional items added as become necessary.

The treasurer's report for the month of October 2023 was read. Steve made a motion to accept the treasurer's report as read and seconded by Robin. All aye. Treasurer's report approved.

A motion was made by Scott and seconded by Steve to approved the November bills as presented and to pay the bills for the month of December as we have no scheduled meeting in December. All aye, so approved.

A motion was made by Scott and seconded by Steve to transfer \$35,000 from the JBT checking account #1 and add it to the 9-month CD that will be opened with Lebanon Federal Credit Union on 11/28/23.

Lenny made a motion to adjourn and Steve seconded it. Meeting was adjourned at 8:10 p.m.

The next meeting will be Monday, January 29, 2024 at 7 p.m.

Enjoy your holiday season!

Respectfully submitted,  
Susan Harper, Secretary