

# **Williamstown Borough Authority Meeting Minutes**

**December 3, 2014**

Williamstown Borough Authority met Wednesday, December 3, 2014 at 7:00 p.m. in Council Chambers. Council Members present were Chairman Charles Croft, Sr., Dave Neidlinger, Mark Challenger Jr., Matt Miller, Solicitor Joe Kerwin, Secretary Lynne Daniel, Manager Charles Croft Jr., Hanover Engineer, Bob Lynn. Absent was Tim Kessinger. Citizen: Williams Valley Student Matt Miller.

The meeting was called to order at 7:00PM. The Pledge to the Flag was recited. November minutes were approved as written.

Dave Neidlinger made a motion to accept the 2015 Budget, Mark Challenger Jr. 2<sup>nd</sup>, all in favor.

Joe Kerwin reported he will be sending a letter to Mr. Peter's for non-payment of sewer bills. He will be given 30 days and if not paid a lien will be placed on his property. Joe talked with Bob Lynn and contractor Aungst where it was decided the water main project will be started in the spring; however, the purchase of materials by Aungst can be completed now and stored until spring 2015. Joe will contact Brooke Miller informing her of an upcoming invoice for materials.

Water/Sewer Manager Charles Croft Jr. gave his report. Both Dyna-Tech and Hach completed servicing of equipment, 7 loads of sludge were hauled, the weir is complete but there is a problem with online access – Charles can mail it instead. Hanover Engineer Bob Lynn has almost completed all the reports required by DEP. The NPDS should be complete by the end of the year. Charles installed the new sensor level and is going to order a 2<sup>nd</sup> one. He also ordered a years' supply of degreaser for \$539.00. Charles reported they will be going back to the 2 hour a day weekend method instead of the 1 ½ hours. Charles will also try and use his earned time this year but if not able to he will be compensated. A motion was made to accept the new contract with M&S for \$2,529.00 by Matt Miller, 2<sup>nd</sup> by Mark Challenger, all in favor.

The Delinquent Report was reviewed with approximately \$3,600.00 recoverable.

Engineer Bob Lynn reported the reporting errors have been corrected at the sewer plant and the water reports will soon be completed. Bob suggested readings be entered once a week and preferable daily. Bob also suggested have a 2<sup>nd</sup> person review DMR's before they are submitted.

The Chamber's apartments were discussed and it was discovered Anrich had never hooked them onto the new sewer line. It has been repaired and the owner took care of the clean up. The owner will also be responsible for the cost of the 8 meters being installed for each apartment. A letter will be sent explaining "new construction" guidelines.

Joe Kerwin will contact Crown Castle concerning our tower rental contract renewal.

An executive session was called at 8:02pm to conduct an interview with Scott Maurer for the Sewer Operator position.

The meeting reconvened at 8:47pm. The authority board agreed to the hiring of Scott pending his acceptance of the position.

Dave Neidlinger made a motion to pay the bills, Matt Miller 2<sup>nd</sup>, all in favor. Mark Challenger Jr. made a motion to adjourn at 9:15pm, Dave Neidlinger 2<sup>nd</sup>, all in favor.

**NEXT MEETING WEDNESDAY, JANUARY 7, 2015**

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