

MINUTES OF THE COMMITTEE MEETING  
OF THE EAST PETERSBURG BOROUGH COUNCIL

<b>DATE AND TIME:</b>	August 25, 2022	6:00 p.m.
<b>LOCATION:</b>	Community Center	6051 Pine Street
<b>ATTENDANCE:</b>	Council Members:	Debra Miller, President John Schick, Vice-President (Absent) Adam Gochnauer, Pro Tem John Herr Lauren Houck (Absent) Randy Rannels (Absent) Sandra Valdez
	Mayor:	James Malone (Absent)
	Borough Manager:	Karen St. Clair
	Supervisor:	Jeff Moseman

Meeting was called to order: 6:00 p.m.

**Moment of Silence / Pledge to Flag**

**Visitors:** Tammy Moseman, Anette Rogers, Eric Mause, Chad Smith, Cathleen Panus, Todd Heidelbaugh  
Tammy Moseman was recording the meeting.

**I. PUBLIC COMMENTS:**

1. Cathleen Panus said the traffic light signal upgrades at State and Main & 72 and Miller have made traffic more fluid and it made all the difference. She saw a car carrier run the red at Main and Graystone, so she appreciates that Manager St. Clair is going to reach out to PennDOT about getting pushed back on the schedule. Cathleen Panus said a lot of people are dropping out of volunteering for voting. Debra Miller said that if it gets to the point that they are sending out an SOS closer to voting day we could send out a request for volunteers at that time.

**II. AGENDA ITEMS FOR DISCUSSION ONLY:**

**1. Update on Renewal of Waste and Recycling Collection**

Manager St. Clair explained that the trash contract was up for renewal and when she contacted Waste Management to request the renewal, they denied the renewal. Waste Management could not accept our request to renew based on the current economy and rising costs. They are not able to provide service at the current rate. We will now have to put the trash services out to bid. First step is to advertise the invitation to bid in LNP. We have a bidder list and will reach out to let them know it is going to go out to bid. September 6 the bid form and documents will be available at the office. As part of the bid documents, we need to do a resolution that outlines our general policies and procedures for collection of waste and recycling. The resolution includes tag fees, what is accepted and not accepted in collection. On September 19, we will have a pre-bid meeting and then on October 3, bids will be opened at the office. We hope to have the contract bid on the October 4 agenda to vote on. The resolution for policies and procedures is on the agenda tonight to allow this to move forward.

**2. Jeff Moseman & Chad Smith (rep from Kamstrup): Presentation on Kamstrup meters**

Jeff Moseman said we are in the middle of replacing meters throughout the borough and we currently have a variety of different meters from Sensus that we are trying to get through. In 1997, the water authority purchased a large shipment of SR2 meters from Sensus and they sat in the garage for a long time. From 2004 through 2012 they went door to door and knocked to ask permission to change the meters. They changed over from brass meters to plastic which were radio ready meters. In 2015 we started a mass replacement to have radio reads in place which makes readings go much faster e.g., Constitution Square previously took over 8 hours to read, but radio-read has cured this. We currently have 160 full change outs that are needed, which are meters prior to 1997, and we have an additional 130 that need MXU to make it radio read, so a total of 290 that need upgraded in

the system. Todd Heidelbaugh showed the meters and how they work. He explained MXU and Ipearl do not have replacements readily available when they go bad. Mr. Heidelbaugh showed an example of Kamstrup and pointed out that the meter and reader are one unit, and everything is built in. There would no longer be a box outside of people's homes. Problems can be diagnosed easier. You only need to drive by to get a read and if it goes bad the whole unit gets replaced. John Herr asked if the batteries would die, would they just replace them? Mr. Heidelbaugh said the whole unit would then get replaced. Sarah Valdez asked how close they need to be to read the meters? Chad Smith said the Kamstrup meter is an ultrasonic reader that has the best low flow accuracy of any reader on the market. It is a 20-year meter; the first 10 years are under full warranty and years 11-20 are prorated. The meter will give 6 months' notice before the battery dies. It is read with Bluetooth technology, and you can pair it with any android tablet or phone through an app. When you drive around, the app will show a map with all your reader points and when it reads it will go off the map. It has a lot of built-in alarms that can help notify your customers e.g., leak alarm, meter jumping alarm, reverse flow alarm, and temperature too low. It is fully submersible for pits. Hourly reads can be extracted back 465 days to detect issues all without going into a home. Notifications will be received on tablets and through the software. Sandra Valdez asked how much time would be saved reading these meters? Mr. Moseman said what was taking them 8 hours is now done in 20 minutes and this will stay the same. Mr. Smith said these meters are currently in stock and made in Georgia, USA. It was pointed out that Sensus and MXU are taking 10-14 months to receive because of chip issues. John Herr asked when will the alerts be received. Mr. Smith said alerts will be given when meters are read, and they can be read as frequently as we want to. Only staff members can read the alerts through the software for security purposes. Mr. Moseman said we will be able to run numbers and detect leaks in the system. The Kamstrup meters would only be used to replace the Sensus as they wear out. Mr. Moseman would like to install these new meters at TOA for the new 48 units. The cost for Sensus Ipearl is 450.56 - 473.73 and Kamstrup is 460.96 plus 53.00 per unit for the reading equipment; total cost per unit for the meter, etc. would be 514.00. Mr. Moseman feels this would be a good place to start the transition. There is a 715.00 start up fee for the AMR software hosting. This will max out at 2500.00 as we add meters. Mr. Moseman would like Jen to go to Mt. Joy and see how they handle the billing system. Mr. Smith said they are also there to help with the transition. Deb Miller said there is a meter pit in her yard and asked how that would get changed. Mr. Moseman said the old one would be taken out and this new one could be put in by opening the pit and shutting the meter off. It is fully submersible. The meter would be read through Bluetooth with the app, just like the others. Adam Gochnauer asked if this is a Danish Co. Mr. Smith said yes and explained that Kamstrup has only been in the USA for 12 years. They have approx. 300 distribution centers in the U.S. Mr. Gochnauer asked if they are assembled in Georgia. Mr. Smith said yes. He asked if something goes wrong with meter/battery what happens. Mr. Smith said it is covered in full for 10 years and after the 10<sup>th</sup> year it is pro-rated. Mr. Moseman said our current company LB Water is the rep for Sensus and that is who we deal with now if we have any issues and they do replace also. Mr. Gochnauer said it could be a distribution issue that is delaying our orders. Mr. Smith said they are territorial, so he could not deal with Sensus for us. Mr. Gochnauer asked if the new software would be supported by Apple products. Mr. Smith said the app is supported by Android, not Apple. Mr. Gochnauer asked what we are paying now for the annual subscription. Manager St. Clair said we pay 1,954.00. Mr. Gochnauer said if we do this, we will have to pay for both the subscriptions, and this could go on for a while. Mr. Moseman said ultimately this amount is billed out anyway. Mr. Gochnauer said he would like to see the additional fees added into the billings for the 48 units to cover the costs. Mr. Gochnauer said it doesn't appear to save time, it is just better and newer. Mr. Moseman said that the new meters would save time because the simplicity of the design would save time on trouble shooting issues. Mr. Smith said he has been dealing with the Kamstrup for 3 years himself and has only had to change out 1 meter in that whole time due to it not working properly. Mr. Smith said there is less issues mostly because it is ultrasonic and there are no moving parts. He said the money you will save on time spent trouble shooting the Sensus meters will cover the support.

3. **Update on beer garden for Blues Fest – September 3rd**

Manager St. Clair said she received an update from Linda Rannels: Mad Chef will be responsible for all sales and the Events Committee will have a RAMP Certified volunteer handling ID check and wrist bands. They plan to fence off an area to allow for seating to watch the concert. All alcohol would have to be consumed in this space. The fencing will be put up on Friday afternoon or evening. There was a map enclosed. It was unsure if the Events Committee would be providing seating.

4. **2023 MMO – Minimum Municipal Obligation for Pension Plan**

Manager St. Clair said this is something that needs to be done every year. It outlines the estimated costs for participants and administrative expenses and the boroughs obligation. This will be put on the 9/6 agenda.

5. **Review Resolutions to Transfer Surplus Funds into Reserves**

Manager St. Clair said she would like to transfer surplus funds in the amount of 200,000.00 from the general fund to the general reserve. She would also like to transfer surplus funds in the amount of 200,000.00 from water operating fund to the water reserve fund. These resolutions will be put on the 9/6 agenda.

6. **Review Account Payables 08/25/2022**

Reviewed by Council. There were no additions to the regular bills.

7. **Manager St. Clair: 2023 Budget: Preliminary review for Misc. funds, 6060 Main, Equipment, P/O, Water reserve, Capital reserve, Snow, Pool, Public Safety**

Manager St. Clair reviewed the 2023 preliminary budgets for accounts with councilmembers.

8. **Misc. Items from Manager or Borough Council**

Manager St. Clair

HARC requested a supplemental contribution in exchange for memberships. Manager St. Clair contacted Jeff Book to find out what this means. She was told some of the other municipalities give additional funds at least equal to membership dollars for all their employees and in turn HARC gives the municipalities employees and supervisors memberships if they want them. Manager St. Clair said 2 of the borough employees have asked why others get this and we do not. Adam Gochnauer said he would look at it differently if all the residents would get a discount. John Herr said he would like that also, but we need to keep employees and it is an employee benefit. The cost for 10 employees is 4,000.00 and that is not a very big item in our budget, and he thinks that our residents would like to see us doing what we can to keep a good staff when we are in a time that is difficult to compete for good staff. Manager St. Clair said it would not be a deal breaker and it was pointed out that not all employees live near HARC. Manager St. Clair said she would like to see residents get a discount if it is agreed to give additional funds. Debra Miller said she would like to see the additional funds benefit the school aged children here.

Adam with Penn State Life Lion invited Council to go for a ride-along for the day.

Received notification from PennDOT that the estimated bid date is November 2, 2023 and this keeps getting pushed back. She will look into this and see if we can do something about it.

Considering changing the office hours to open earlier at 7:30 a.m. People have been seen coming to the office around that time to make payments. Office staff is currently tracking the times and reasons people are coming to the office to see if there is a change needed. We are considering 7:30 – 4:00 and office will remain open, so residents aren't waiting outside during lunches.

Fire request was submitted for Manheim Borough Farm show parade. Sandra Valdez asked why we have to provide the liability insurance for our FD for this. She was told that this has been standard protocol and when the other Fire departments cover our events, they have their own coverage also.

Sandra Valdez

Asked if we will get reports for the traffic check signs. Manager St. Clair said the recent sign was put up as a calming measure, but they will be working on a report soon.

Jeff Moseman

MS4 information is available at the back of the room, on the website and at the borough office.

9. **Fire Co. Financials**

Reviewed by Council.

III. **Agenda Items for ACTION**

1. *It was moved and seconded (A. Gochnauer / J. Herr) with unanimous approval by the board to approve the July, 2022, Borough Committee meeting minutes*
2. *It was moved and seconded (S. Valdez / A. Gochnauer) with unanimous approval by the board to approve Resolution 843, Policies and Procedures for the Collection of Municipal Waste*

John Herr explained that this policy does not change anything with our current service, it is just to allow the process for municipal waste hauler to move forward.

3. *It was moved and seconded (A. Gochnauer / S. Valdez) with unanimous approval by the board, to advertise the open bidding for trash contract*

IV. **Extra Items: Issues arising in the last 24 hours: None**

V. **Committee Meeting Adjournment:** 7:49 p.m.

VI. **Executive Session for personnel or legal matters:** Not needed.

**Next Meeting:** Tuesday, September 6, 2022, Council Meeting & Thursday, September 22, 2022, Committee Meeting

Respectfully Submitted,  
Kim Strayer, Recording Secretary