

Cleona Borough Authority Minutes

November 6, 2024

Page 1 of 3

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The regular meeting of the Cleona Borough Authority was held via Zoom on the above date. Members attending were Sue Bowman, Matt Ditzler, Ashlea Good, and Bryan Hoffman. Absent was Les Powell. Also attending were Scott Rights, Steckbeck Engineering; Amy Leonard, Solicitor; Jonathan Johnson, Borough Manager; and Melody Vanderveer, Borough Clerk. The meeting was called to order at 7:35 p.m. by Chairman Bryan Hoffman.

APPROVAL OF MINUTES, TREASURER'S REPORT AND BILLS:

Motion by Mr. Ditzler seconded by Ms. Good, to approve the minutes of the October 2, 2024, meeting. Motion carried.

Motion by Ms. Bowman, seconded by Ms. Good, to approve the Treasurer's Reports for October 2024. Motion carried.

Motion by Mr. Ditzler, seconded by Ms. Good, to pay the bills for the months of October 2024 Motion carried.

CITIZENS COMMENTS: No citizens logged into the meeting. Mr. Hoffman said a Borough resident had planned to attend the meeting but did not. This resident used a large amount of water for an out-of-town project and wanted credits since the water did not go into the sewer. Mr. Hoffman said it was unlikely he could given a credit. However, he the resident could write a letter explaining why he felt credits should be given or could discuss this with the Lebanon City Authority. Mr. Ditzler said it was doubtful the City Authority would agree to with giving the credits.

ENGINEERING REPORT: Scott Rights

Dairy Road Water Runoff: Mr. Rights said the survey work and conceptual plans for the Dairy Road Storm Sewer Project have been completed.

Mr. Rights said they are applying for a general permit to Pennsylvania Department of Environmental Protection (DEP) to allow the stormwater to discharge directly into the Quittapahilla. He added that a wetlands biology study will be needed to ensure that there are no wetlands present, including around the outfalls on South Christian Street.

Total project cost is estimated at \$325,000, including a 10 percent construction contingency and engineering fees; the project could begin in March 2025.

At the intersection of Dairy Road and East Chestnut Street, the installation of two stormwater inlets will require curb replacement. East Chestnut Street paving at this intersection is also in poor condition. Mr. Rights asked whether the Authority or the Borough would be responsible for these repairs. Ms. Leonard said the Authority has the power to undertake stormwater improvements, but street restoration is beyond that scope. She encouraged discussing the issue with the Borough representatives regarding their possibly providing funds to assist with the street repairs.

Mr. Rights indicated North Cornwall Township (NCT) is interested in including and connecting two new inlets on the east side of Dairy Road into the new storm sewer on the Authority's side of Dairy Road.

Cleona Borough Authority Minutes

November 6, 2024

Page 2 of 3

This additional work will be included with our bid as a separate line item, to establish the price which NCT will then reimburse to the Authority. After project completion, NCT will repave Dairy Road,

South Christian Street Project

Mr. Rights noted the survey work was completed and he has contacted the property owners, who have been very cooperative. Conceptual design drawings are nearly completed.

Mr. Rights indicated the project will start at the South Christian Street inlets and includes replacing all the pipes to the Quittapahilla. He noted some of the soil in the area has settled.

Mr. Rights discussed plans to relocate the piping planned for the Schultz property to save a large evergreen tree there. These changes may involve going on to adjacent property, but he believes that property owner would be amenable to these changes. Ms. Good suggested offering the Schultz's our planting another tree to replace the evergreen.

Sanitary Sewer/ Pumping Station Project

Mr. Rights estimated the total cost of the Dairy Road pump station project to be \$5.4 million, of which the Authority's share would be roughly \$220,000 (\$185,000 for construction and \$28,000 for design). He noted the Authority has already paid \$60,000, due to an overbilling. The Authority should have only paid \$28,000, so NCT Mr. Rights said North Cornwall plans sending a letter to all participants explaining the cost and each participant's share. Mr. Hoffman said that, instead of a refund, our Authority should receive a credit applied on future bills. (See new business-North Cornwall invoice.)

PUMP STATION REPORT: Les Powell

Absent, report submitted

SECRETARY'S REPORT: Jonathan Johnson

Balance due as of October 31., 2024: -\$80,261.27; Wastewater = -\$64,684.68; Stormwater = -\$15,576.59.
Total billed October 10, 2024, = \$143,960.15.

SOLICITOR'S REPORT - Amy Leonard

Ms. Leonard discussed the letter and maps she prepared for the owner of 20 West Penn Avenue. She said both documents spell out their lateral is not the Authority's responsibility to repair in case of future maintenance issues.

Ms. Leonard said that there was no sheriff sales listed for October in the Borough. She added there are no additional delinquencies in collection. Ms. Vanderveer asked what could be done to collect outstanding liens, since some liens have been outstanding for over six months. Ms. Leonard reviewed possible steps that can be taken to nudge these cases along. Authority members agreed to have Ms. Leonard begin the collection process on the outstanding liens.

UNFINISHED BUSINESS

Participation in the Bond for Dairy Road Pump House Project: It as agreed the Authority will not participate in the bond for Dairy Road pump house project and will pay its share out of our savings account.

Cleona Borough Authority Minutes

November 6, 2024

Page 3 of 3

Quittapahilla Streambank Restoration: Mr. Hoffman reported the future of the Quittapahilla streambank restoration project appears to be uncertain.

PLGIT Account: Recognizing the stormwater and pumping station projects would require access to their savings account funds, Authority members decided against open a PLGIT account at present.

Fulton Bank and Jonestown Bank CD Rates: Mr. Hoffman reported he met with Ann Decker of Jonestown Bank official and authorized opening an account with Jonestown Bank on October 18, 2024. The Authority funds will be transferred from Fulton Bank to Jonestown Bank on January 1, 2025.

NEW BUSINESS

Cost Estimates for Dairy Road Project and South Christian Street Projects: Mr. Rights provided an itemized cost list for the Dairy Road Project and South Christian Street Projects (See attached); the stormwater project for Dairy Road cost is estimated at \$326,463. The stormwater project for South Christian Street will cost an estimated \$164,775.

2025 Budget: Mr. Hoffman and Mr. Johnson discussed the 2025 Budget. Mr. Hoffman said he is confident in revenue projects and expenditures. The Authority will discuss the modest rate included at December's meeting and its effective date. He suggested the rate increase could go into effect with April billing after notification was sent in the January billing.

Invoice from North Cornwall Township (7/30/2023 – 10/4/2024): Mr. Rights reported the Authority received a bill from NCT for professional services for the Dairy Road pump station project. The Authority was charged 10.5 percent of the project's costs, when our share of pump station capacity will be 3.38 percent. Mr. Rights concluded that NCT has overcharged us and the Authority should be reimbursed. He added that this means the other municipalities in the project have been undercharged and Authority members agreed. Mr. Rights offered to write a letter to NCT and outlining issue and requesting an adjustment. The Authority members concurred.

With no further business to discuss, Ms. Good made a motion, seconded by Ms. Bowman to adjourn the meeting at 8:36 pm.

Respectfully submitted.

Jonathan Johnson