

# **New Buffalo Borough Meeting Minutes**

## **January 11<sup>th</sup>, 2016**

### **Call to Order**

President Dan Balthaser called the meeting of the New Buffalo Borough Council to order at: 7:00 p.m. on January 11<sup>th</sup>, 2016, in the basement of the New Buffalo United Methodist Church.

### **Roll Call**

Present were council members: Dan Balthaser, Kim Balthaser. Michelle Shutt was absent. The following persons were also present: Karen Ersoz, Janice Crouse, Adam Pavusik, John Kistler, Mr. and Mrs. Riggs, and Jennifer Richard.

### **Reading of last Month's Minutes**

Upon motion of Kim Balthaser, seconded by Dan Balthaser, the December 2015 minutes were approved with corrections. All in favor none opposed.

### **Comments from Visitors**

Mr. & Mrs. Riggs –They questioned how the EDU's were calculated; Dan explained that a single family residence would be 1 EDU where as a four unit apartment would be 4 EDU's. A 4 unit would be \$400.00 per month. They were also concerned that an additional apartment building would cause problems for the sewer plant. Dan explained that additional properties were not the problem, the plant has the capacity to handle more, and more properties would mean more money for the Borough to maintain the plant, not higher payments from the borough residents to the plant. He also restated that the main plant issue is the fibers that are being introduced to the sewer by way of being flushed by users. The current plan is to find a way to separate those fibers prior to them entering the system.

Mr. Riggs also questioned if we take bids for the sludge hauling. Adam explained that Skelly and Loy use Walters, and that we have continued to use them for this service.

### **Correspondence**

- Skelly and Loy proposal for 2016, price increased by \$5.00 from \$1360.00 to \$1365.00.

### **Borough Treasurer's Report**

Upon motion of Kim Balthaser, seconded by Dan Balthaser, the January 2016 Borough Treasurer Report was approved as presented. All in favor none opposed.

### **Sewer Treasurer's Report**

Upon motion of Kim Balthaser, seconded by Dan Balthaser, the January 2016 Sewer Treasurer Report was approved as presented. All in favor none opposed.

## **UNFINISHED BUSINESS**

### **Sewage/Sewage Authority Report**

Adam reported that on two occasions, he believes the 5<sup>th</sup> and the 27<sup>th</sup>; he had to pump down the chlorine contact tank due to high sludge. The sludge tank was also pumped out once by Walters.

Adam reported that he had to purchase materials, the bacteria, which they use in the system, and some sampling jars.

Currently having issues with foam that began around Christmas, Stan coming Wednesday, for his normal visit, and is going to try and get it squared away. Three feet of foam has accumulated since Christmas. At this point he does not know the cause, he thinks possibly cleaning detergents.

Wednesday they are also pulling pumps 8 and 9, he believes there is another broken hose on the floating decanter, as there is more sludge entering the chlorine contact tank than there should ever be, there may be materials needed to fix the issue.

Thursday, Kline's is coming to pump the lift station. There is again a huge amount of debris in the lift station, mostly fibrous material. Kline's is the only company in the area that can pump it, as it is thirty feet in depth.

Stan would like to switch to train 1 but at this point we are dedicated to train 2 until train 1 is repaired. There is a split baffle on train 2, so once train 1 is back in service we are going to need to enter that system to make the repair. The baffle is internal, so no DEP concern.

Watts Twp. is redoing their 537 plan and their engineer needs a copy of our chapter 94 report, one year of DMR's, schematic of treatment plant, and area of sludge disposal. He also needs to know our additional capacity available. 30,000 gallons is our current operating capacity; with an additional train added we could go to 45,000., without expanding the sewer plant.

Dan spoke to Mr. Shatto, Sewer Solicitor, and delinquent notices went out. There was nothing new in regards to a possible lawsuit against our engineer. Dan will ask Mr. Shatto is the Attorney General could assist with the sewer issue, at the request of Mrs. Riggs.

### **PCCOG - Dan Balthaser**

Upon motion of Kim Balthaser, seconded by Dan Balthaser, Dan was nominated to represent us at PCCOG, all in favor none opposed – Next Meeting is scheduled for February

### **Beautification Committee**

There is nothing new to report.

### **Street Committee – Kim Balthaser**

4 new stop signs have been ordered and are on their way. Jeff will hang the signs once they are here.

### **Refuse Coordinator – Karen Ersoz**

There is nothing new to report.

### **Playground**

There is nothing new to report.

### **Ordinance Violations**

Ordinance #01-2011 – Tabled to the spring (new construction, revised set back boundaries, etc.).

### **Rental**

168 reached out to Adam to report dryer receptacle caught fire. Adam went on the 23<sup>rd</sup> to make the repair. He replaced the outlet and the breaker, along with the dryer hose. Adam reported 3 hrs. of labor. Adam paid for the parts with the sewer account debit card and needs to be transferred back to the sewer from the rental account. It was \$53.08.

## **NEW BUSINESS**

### **Borough Bills**

Upon motion of Kim Balthaser, seconded by Dan Balthaser, the January 2016 Borough Bills were approved to be paid. All in favor none opposed.

### **Sewer Bills**

Upon motion of Kim Balthaser, seconded by Dan Balthaser, the January 2016 Sewer Bills were approved to be paid. All in favor none opposed.

### **Secretary /Treasurer Position**

Barry notified the Borough that he was resigning from his position as New Buffalo Borough Secretary/Treasurer due to personal issues. He is going to continue on until the end of January.

Jennifer Richard is here as a possible candidate for the position. Jennifer, during her interview, explained her banking background and that she is now a mortgage advisor in Carlisle. She is a married, mother of six, and lives in Shermans Dale. She is interested in the position of Borough Secretary/Treasurer.

Upon motion of Kim Balthaser, seconded by Dan Balthaser, all in favor, none opposed, to hire Jennifer Richard as New Buffalo Secretary/Treasurer. She is being hired at the same rate of pay as current Secretary/Treasurer.

### **Tax Collector Position Open**

Barb Hamilton has agreed to take the position for another year. Upon motion of Kim Balthaser, seconded by Dan Balthaser, all in favor, none opposed, to appoint Barb Hamilton as Tax Collector for the next two years.

### **Skelly and Loy Contract**

Upon motion of Kim Balthaser, seconded by Dan Balthaser, all in favor, none opposed, Skelly and Loy will be contracted to be our Sewer Operator of Record for 2016.

### **Borough Council Open Seats**

There are currently two open seats on Borough Council. Karen received a nomination during elections. Upon motion of Kim Balthaser, seconded by Dan Balthaser, all in favor, none opposed, to add Karen to one of the two year council positions.

### **GOOD of the ORDER/ANNOUNCEMENTS**

Correction to December's minutes – The drawings concerning changes to the bridge that Dan went over were of Watts Twp., not New Buffalo, this noted by Kim, just to clarify that this doesn't affect New Buffalo Borough.

### **ADJOURN**

Upon motion of Kim Balthaser, seconded by Dan Balthaser, all in favor, none opposed, council adjourned at 8:17 p.m.

Respectfully submitted by Jennifer Richard  
Secretary/Treasurer