

HAMBURG BOARD OF PUBLIC WORKS MEETING MINUTES

November 9, 2011

In accordance with the Open Public Meetings Act with regard to notification of the meeting of the Hamburg Board of Public Works was called to order by Chairman Ron Garrett at 7:33 PM. Certification of proper notification was given by the Chairman.

Roll Call: Ron Garrett, Chris Fitzpatrick, Jerry Truppi, Bob Krysiak, Maria Marino,
Mayor Marino
Absent: Dan Shane, Councilman Kelly
Also Present: Regina Flammer

Approval of Minutes

Motion by Jerry Truppi, seconded by Chris Fitzpatrick to approve the minutes of September 14, 2011 Regular meeting. All in favor. Maria Marino abstained.

****Dan Shane arrived at 7:36 PM ****

Individual Cases – Executive Session

27 Holly Drive – extension of payment
18 Hamilton St – extension of payment
36 Bank Street – extension of payment
14 Gov. Haines St. – revised payment plan needed
25 Rt. 23 South

Motion by Jerry Truppi, seconded by Dan Shane to return to the Regular Meeting. All in favor.

Motion by Chris Fitzpatrick, seconded by Bob Krysiak to accept the payment plan of 27 Holly Drive. All in favor.

Motion by Chris Fitzpatrick, seconded by Maria Marino to accept the payment plan of 18 Hamilton Street. All in favor.

Motion by Chris Fitzpatrick, seconded by Jerry Truppi to accept the payment plan of 36 Bank Street. All in favor.

Motion by Chris Fitzpatrick, seconded by Jerry Truppi to send a letter to 14 Gov. Haines Street requesting that they attend the December 14th meeting to discuss their bill. All in favor.

Motion by Chris Fitzpatrick, seconded by Jerry Truppi to check with the Zoning Officer and possibly send a violation notice due to a lack of response to previous notices. The Borough Attorney will be advised also. All in favor.

Hatch Mott MacDonald / Water Superintendent

Mayor Marino spoke with Mr. Ruschke. He will be attending the December meeting and informing the board about the Capital Improvement Plan he has been working on with Mr. Kastner. He will also be giving an update on the Rt. 23 Water Main Improvement project.

Meter Replacements

No replacements are being done at this time as meters are being read and turn-offs are being done.

25 Rt. 23

A regular mail and certified mail letter was sent to the owners asking for an update on the water leak located on their property but there has been no response to date. Members discuss the possibility of having the Property Maintenance Officer send a violation notice for the lack of response time and also asking for the advice of the Attorney.

Motion by Chris Fitzpatrick, seconded by Jerry Truppi for the Property Maintenance Officer to issue a violation and for the advice of the Attorney. All in favor.

Turn Off List

Board received an updated list from Regina Flammer of accounts that are turned off. Regina also discussed the winter shut off time frame – November 15 – March 15. She stated that this coming Tuesday is the 15th, and we will not be able to turn off. We are scheduled to turn off tomorrow, but do not on a Friday, so asked if the board wanted to do so on Monday, which they agreed to do so. In March, if residents do not become current with their bills, liens will be placed on their properties, with also the possibility of having their water turned off after the May billing. Hopefully those residents will continue to pay on their bill or make a payment plan. Regina also brought up the \$50.00 service fee that is added to the bill and the board agreed that the fee stays on the bill unless the person attends the meeting to arrange a payment plan.

Clubhouse

Board members become aware of the clubhouse at Heritage Lakes, that meetings were held in there, and that there was a bathroom. Regina stated that she was never notified of this. Board secretary will check with the engineer but Heritage Lakes should be charged for 1 EDU.

Public Portion

None

Correspondence

Proposed SCMUA FY2012 Rate Schedule Effective December 1, 2011

Approval letter to SJZ, LLC. Paradise Pools

DEP correspondence re: Request regarding Sussex County Wastewater Management Plan

Correspondence from Nisivoccia re: sewer bill information

DEP correspondence re: Drinking Water State Revolving Fund Program

Adjournment

Motion by Chris Fitzpatrick, seconded by Dan Shane to adjourn the meeting at 8:18 PM. All in favor.

Date Approved 1/11/12

Minutes Released 1/11/12



Kathy Garrett
Secretary