

# BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

March 22, 2023

**ATTENDEES:** Chuck Koch, Chairman; Jay Field, Treasurer; Fred Gurman, Asst. Treasurer; Irene Reed, Secretary; Danielle Pappas, Asst. Secretary; Solicitor, Dan Becker, Kozloff Stoudt; Kevin Conrad, Engineer, SSM Group

The meeting was called to order by Mr. Koch at 11:00 AM.

**AGENDA AMENDMENTS:** None.

**EXECUTIVE SESSION:** None

**PUBLIC COMMENT:** None

**MINUTES OF FEBRUARY 22, 2023 MEETING MINUTES:** Ms. Reed made a motion to approve the monthly minutes of the February 22nd, 2023 Meeting. Seconded by Mr. Gurman. Motion Carried. Ms. Pappas Abstained.

**SECRETARY'S REPORT:** None.

**TREASURER'S REPORT:** Mr. Field presented the water bill list for March in the amount of \$41,478.29 consisting of \$28,750.00 to WBWA; \$4,031.80 to Empire Services for West Shore valve repair; and \$6,435.90 to RAWA.

Mr. Field made a motion to pay the March water bills as presented. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

Mr. Field presented the sewer bill list for March in the amount of \$15,412.43 consisting of; \$1,974.11 to HON Co. for office furniture; \$5,464.92 to Berks County for the quarterly T&T payment; \$2,975.70 to Miller Environmental for 2 months of contracted services; and \$3,015.85 to JG Environmental for removal of grease and rags at 2 PS's.

Mr. Field made a motion to pay the March sewer bills as presented. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

**FINANCE COMMITTEE:** Mr. Field talked to the bank manager at Tompkins concerning the low interest rate on the ICS account which is .1%. The manager offered an increase in the interest rate to 3.5%. There are 11 banks in BTMA's ICS account of which \$68,000 was invested in Silicon Valley Bank. Since the amount is under the \$250,000 FDIC insured, BTMA would not lose any funds.

Mr. Field had researched Treasury bills and was going to invest but with the fallout of some bank failures the rates dropped. Mr. Field would like to invest \$240,000 on the water side and \$240,000 on the sewer side in 2 brokerage CD's from LPL Financial through Tompkins Money Mgmt.

Ms. Reed made a motion to invest the \$240,000 in 2 brokerage CD's, one for the sewer side and one for the water side. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Bern Township Loan – As discussed in last month's meeting the Township is asking for an \$800,000 loan for the addition and upgrades to the Township building. With a loan period of 20 years, the Township would need a small tax increase of .07% which would bring in \$83,000 of income.

After some discussion, the BTMA Board came up with a 20 year loan at a fixed rate of 6%; a call provision if BTMA would need the money for some extraordinary capital improvement/repair giving the Township 6 months to find other financing; and a second call provision if the lending rates drop or go up by a said percentage.

At these conditions, the payment to BTMA would be approximately \$68,000 per year.

Mr. Gurman made a motion to start the process of lending Bern Township \$800,000 under the conditions mentioned above. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Pappas. Motion Carried. Ms. Reed abstained.

**PROJECT COMMITTEE:** RRAA – Tenant Advisory Committee Report – Mr. Gurman reported that he learned at the meeting that the Airport is buying a new pump for the sewer plant. The Commissioners and the Airport does realize that the sewer plant is there number one source of income.

**PERSONNEL:** None.

**ENGINEER:** Hartman South – Mr. Conrad received a letter from Wilson Apex that the Penske project would need 10 EDU's but they are asking for 15 EDU's of sewer capacity. BTMA has capacity but they will need approval from the Hospital that their Pump Station has the capacity.

Manhole Inspection on County Property – Mr. Conrad got a call from Berks County and in early April they will be repairing the manholes in question.

Holy Trinity Church – Atty. Becker must review the agreement since there are some discrepancies in what the Church states BTMA is responsible for if there are any repairs after the project is finished.

PA Grant Money – the awards were finally announced and Bern Township received what they asked for, a little over \$210,000. A Grant Administrator will be contacting BTMA in the near future.

A letter thanking Rep. Barry Jozwiak should be sent, Office Admin. will take care of sending him a thank you.

**SOLICITOR'S REPORT:** LBA Aeration Upgrade – Mr. Koch, Mr. Conrad and Atty. Becker met with LBA's group of Atty. Hartman, H. David Miller of Entech Engineering, Duane Knoll and Kim Naja. The group discussed a fair amount that BTMA should contribute to the project. Mr. Knoll explained about 8% of the work is not related to BOD issues which BTMA customers do not contribute to that issue. Ms. Naja suggested BTMA pay the percentage of the BTMA actual flows which are about 6%. BTMA believes that is a fair assessment of what BTMA should contribute. The amount due based on the BTMA flows would be \$72,455.

BTMA also suggested that there should be a new agreement that would state, future upgrades that do not have anything to do with BTMA's flow that BTMA would pay nothing.

Each group needs to bring the info to their respective Boards to discuss and a future meeting will be planned.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Approval of Natural Touch to mow the Stinson and Bern West Ridge PS's, the price has not changed, \$35 for Stinson and \$55 for BWR.

Mr. Koch made a motion to approve Natural Touch to mow the two indicated Pump Stations. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

DEP Primary Facility Report for 2022 – This report compares billed consumption to water purchased to arrive at water loss. The difference was extremely high compared to other years. After making sure all customers were billed correctly, a report of quarterly consumption billed and water purchased was analyzed. The result showed how the quarters increased until the leak on Rt 183 was discovered and how the billed consumption came down in the quarters after. This report will continue to be done as a tool to find leaks quicker.

Mr. Koch made a motion to adjourn the meeting at 12:53 PM. Seconded by Ms. Reed. Motion Carried.

Respectfully Submitted,

Irene Reed, Secretary