

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

March 27, 2024

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 11:05 AM.

AGENDA AMENDMENTS: None.

EXECUTIVE SESSION: None.

PUBLIC COMMENT: None.

MINUTES OF FEBRUARY 28TH, 2024: Ms. Reed made a motion to approve the monthly minutes of the February 28th, 2024 Meetings. Seconded by Mr. Koch. Motion Carried.

TREASURER'S REPORT: Mr. Field presented the water bill list for March in the amount of \$49,764.44 consisting of \$31,600.00 to WBWA; \$2,400.00 to Maillie LLP for the 2023 audit; \$2,704.50 to SSM; and \$8,027.60 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 \$32,026.13 consisting of \$6,238.12 to Berks County for the quarterly T&T payment; \$9,492.96 to SSM, of which \$973.00 will be reimbursed by developers; \$5,600.00 to Maillie LLC for the 2023 audit; \$4,074.53 to Kozloff Stoudt of which \$503.50 will be reimbursed by developers; and \$1,547.64 to Miller Environmental for the regular contract and light bulbs.

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: Office Admin. will look into what paperwork, other than an office staff being a signer, which would give either the office staff or the auditor's permission to request year end balances from Tompkins Bank.

A CD is coming due the end of March with LPL Financial. The Treasurer would like to reinvest it in another CD for no longer than 15 months and not less than a 5% interest rate. The amount of the CD would be \$240,000 which is the principal of the original CD; the interest on the original CD will be deposited in the operating account.

Mr. Koch made a motion to buy a \$240,000 CD on the sewer side the first week of April at a rate of at least 5% and not exceed a 15 month term. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

PROJECT COMMITTEE: RRAA – Tenant Advisory Committee Report – There is nothing to report concerning BTMA.

PERSONNEL: None.

ENGINEER: Pump Stations Update – Change order #1 for \$18,735.80 needs approval. This change order reflects the additional costs for the new pumps that were not the original pumps chosen, those are no longer available.

Ms. Reed made a motion to approve Change Order #1. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Contractor Payment needs approval – Payment #1 for the amount of \$60,750 was submitted by the contractor.

Ms. Reed made a motion to approval contractor payment #1 for \$60,750. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

DEP Project for Lead Pipe Analysis – The GIS is completed and integrated with the BTMA customers. Engineer will have costs for Vacuum Excavation which results in a 14" diameter cut to see what the pipes are made of.

C&B Development Project –SSM has received plans and provided comments to the developer.

Penske – SSM reviewed the last plan and provided comments on the sewer and water aspects of the development. A meeting was attended by the Hospital and the developer to review issues with turning over the Hospital's sewer system to BTMA. The developer is working on easements and surveying the sewer main so BTMA will have As-Constructed locations of the sewer system.

SOLICITOR'S REPORT: Atty. Hartman requested BTMA pay by June \$92,593.06 for BTMA'S part of the aeration system to the LBA plant. Atty. Hartman said the LBA Board had no comments on the agreement that Atty. Becker wrote months ago and forwarded to Atty. Hartman for his review. LBA wants to write their own agreement.

The Board discussed as to what amount BTMA should pay to show good faith. The Board decided to pay \$46,000 and the balance will be paid once an agreement is signed. The Board will not saddle the residents of Bern Township in perpetuity.

Mr. Gurman made a motion to pay \$46,000 of the \$92,593.06 of the amount due to LBA as a good faith payment, the balance would be paid upon a new, signed written agreement. Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Bern Township's final copy of the Loan Agreement – The final copy was sent to the BTMA email and will be printed and given to the Township in time for their meeting for final signatures.

Penn State Health – Office staff would like to know if escrow is required for legal and engineering expenses. Atty. Becker said escrow is not required because the taking over of the Hospital's sewer system was part of the agreement. Any expenses Atty. Becker has in relation to Penske he will charge to Penske escrow.

Interconnect Agreement with RAWA & WBWA – office staff believes that all expenses related to the interconnect agreement were to be paid by RAWA and WBWA. A Kozloff invoice for expenses related to that agreement was paid by BTMA.

Atty. Becker suggested sending him a letter to both Mr. Bilger and Mr. Murray for the invoice and Atty. Becker will forward it to their Atty.

Meter Replacement – There are approximately 9 customers that have not made appointments to have their meter replaced for a radio read meter. They were given notices to call but have not or will not answer the door. Office staff is asking if there is anything legal BTMA can do.

Atty. Becker suggested an Administrative Warrant for failure to respond. BTMA can also mention they could lose their water service. Office Admin. will write a letter with these options after trying to reach each customer one last time.

OLD BUSINESS: None.

NEW BUSINESS: Renew mowing by Natural Touch for Stinson and Bern West Ridge PS's, no price increase.

Mr. Koch made a motion to renew mowing services with Natural Touch. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Customer Inquiries: 102 Almark requesting reversal of \$6.50 penalty for ACH/check issues.

Ms. Reed made a motion to reverse customer account for \$6.50. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Account #79 requesting a sewer credit of \$7.35 for water that went into the ground when a hose was left on.

Ms. Reed made a motion to approve a sewer credit for \$7.35 due to a hose left on. Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

GenServe Quote – Approval for a replacement of a radiator, thermostat, etc. at PS #2 for \$3,152.22.

Mr. Koch made a motion to accept the price quoted to replace the radiator and related equipment at PS#2. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Ms. Reed made a motion to adjourn the meeting at 12:47 PM. Seconded by Mr. Koch. Motion Carried.

Respectfully Submitted,

Irene Reed
Asst. Secretary