

# BERN TOWNSHIP MUNICIPAL AUTHORITY

## Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

April 26, 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 MARCH 22, 2023 MEETING MINUTES:** Ms. Reed made a motion to approve the monthly minutes of the March 22nd, 2023 Meeting. Seconded by Mr. Gurman. Motion Carried.

**SECRETARY'S REPORT:** None.

**TREASURER'S REPORT:** Mr. Field presented the water bill list for April in the amount of \$43,988.34 consisting of \$28,750.00 to WBWA; \$3,147.90 to PIRMA for Liability Insurance Renewal; \$3,347.25 to RKL for a partial audit payment; and \$4,779.71 to RAWA.

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

Mr. Field presented the sewer bill list for April in the amount of \$119,305.17 consisting of; \$7,345.10 to PIRMA for Liability Insurance Renewal; \$7,810.25 to RKL for a partial audit payment; \$37,601.47 to the City of Reading for the quarterly T&T payment; \$52,000.00 to RRAA for the quarterly T&T payment; and \$6,486.82 to SSM.

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

**FINANCE COMMITTEE:** Mr. Field purchased one CD from Charles Schwab for \$240,000.00 at 4.85% interest that will mature in 12 mo. from the water account, and one from Comerica Bank for \$240,000.00 at 5.25% interest that will mature in 12 mo. from the sewer account.

Mr. Field discussed with the Tompkins's manager the low interest rates in the BTMA ICS account (.1%). Since interest rates overall have been increasing, the ICS account has not changed. The ICS account is supposed to pay higher rates. The manager had the interest rate changed to 3.5%, and BTMA is already seeing a big difference. The prior month the ICS account made \$197.31 in interest at the lower rate, and this month it has increased to \$4,821.87 in interest.

Bern Township Loan – As discussed in previous meetings, the Township is asking for an \$800,000 loan for the addition and upgrades to the Township building. Mr. Koch questioned whether BTMA is authorized to loan Bern Twp. the money. Atty. Becker commented that BTMA can if it's related to the mission of the Authority. Atty. Becker will do more research to confirm, and reasons were given that Bern Twp. offers many services to BTMA and the expansion would benefit both Bern Township and BTMA. A draft of the loan agreement from Bern Twp. was given to Atty. Becker to read over and access.

**PROJECT COMMITTEE:** RRAA – Tenant Advisory Committee Report – Mr. Gurman reported that the RRAA is moving forward with plans to replace the pump at the sewer plant.

**PERSONNEL:** None.

**ENGINEER:** Hartman South – No Update

Manhole Inspection on County Property – Mr. Conrad mentioned that there was not a scheduled date for repairing the manholes in question by the time of this meeting, previously, Mr. Conrad was told sometime in April the repair would be made.

S&L Mechanical – S&L Mechanical is constructing a building at the end of James Drive that will house S&L's main operations as well as a second unit that they will be renting. S&L is requesting to house the water meters for fire and domestic inside the building, similar to the agreement between BTMA and Lacey Electric that BTMA will have access to read the water meters outside. S&L Mechanical would only use one domestic meter for both units and S&L would calculate the costs for their tenant, therefore, only require one bill. S&L Mechanical would require a Fire Protection line and an agreement will need to be drawn up.

Ms. Reed made a motion to draw up an agreement with S&L Mechanical for the requested water meter arrangement and fire protection with the stipulation that the meter is a radio read meter that can be read from the outside. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Flow Meter at Arnold – The flow meter broke in March and only provides inaccurate readings. It was suggested to contact RRAA before BTMA disconnects the flow meter. Atty. Becker will be speaking with Atty. Stock with regard to the broken flow meter.

Pump Stations Update and Grant Contract – Mr. Conrad is waiting for the final signed contract, meanwhile, he requested authorization to put a project bid packet together contingent on receiving the grant contract. Mr. Conrad would like to have design plans started and out for bid by June, reviewed and approved by August. The hope is to have the pump stations built by October.

Mr. Koch made a motion to give authorization to Mr. Conrad to put together a bid packet for the pump stations contingent on receiving the signed grant contract. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

**SOLICITOR'S REPORT:** LBA Aeration Upgrade – LBA sent a spreadsheet with proposed scenarios of "Equitable" Grant Proportioning using the grant money LBA is receiving for the upgrades and what BTMA's payment would be based on the 6% usage. Atty. Becker is working on an agreement based on this proposal, it is unclear as to whether LBA's Board will accept this agreement.

It is still unclear how upgrades will affect BTMA in the future. BTMA is still looking to draw up a new agreement stating that future upgrades, which do not have anything to do with BTMA's flow, that the share of the costs to BTMA would be 0, as well as, some other changes.

Holy Trinity Church – Atty. Becker has been contacting Atty. Mark Koch about the easements plans. Atty. Becker suggested acquiring exclusive easements for BTMA's lines in case repairs would need to be done in the future. The Church parking and sidewalk are located over the BTMA sewer main. The Church believes it would be BTMA's expense to repair anything above the ground level and BTMA believes it would repair just our main to ground level. Atty. Becker will call Atty. Koch and try to iron out the easement details.

Atty. Becker and Mr. Conrad discussed the recent letter to BTMA from DEP which requests an inventory of all water mains and lines to every house in the BTMA water service area. BTMA will need to document and log all data by October 2024. Atty. Becker will further look into this legislation.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

Ms. Reed made a motion to adjourn the meeting at 12:16 PM. Seconded by Mr. Koch. Motion Carried.

Respectfully Submitted,

Irene Reed  
Secretary