

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

June 28th, 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 MAY 24th, 2023 Ms. Reed made a motion to approve the monthly minutes of the May 24th, 2023 Meeting. Seconded by Ms. Pappas. Motion Carried.

TREASURER'S REPORT: Mr. Field presented the water bill list for June in the amount of \$43,007.98 consisting of \$29,856.68 to WBWA; \$5,646.96 to RAWA; \$1,602.75 to RKL for the final 2022 Audit; and \$2,000.00 to PA DEP for the yearly fee.

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

Mr. Field presented the sewer bill list for June in the amount of \$23,408.79 consisting of \$6,742.97 to Berks County for the quarterly T&T payment; \$3,739.75 to RKL for the final 2022 Audit; \$3,979.40 to JG Environmental for vacuuming rags and grease at 2 PS'S; and \$1,884.23 to Envirep for a check valve replacement at PS #2.

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

FINANCE COMMITTEE: Water Investment – Mr. Field recommends taking a Brokerage CD for \$200,000 from the Water Savings at a rate of 5.25% for 1 yr. This was the best rate Mr. Field could find and it would be invested at Wells Fargo through Tompkins Wealth Mgmt.

Ms. Reed made a motion to purchase a \$200,000 Brokerage CD at a rate of 5.25% for 1 yr. on the water side. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Mr. Field also discussed with the bank manager concerning insurance on BTMA accounts over \$250,000. Since the auditors always seem to remark that the BTMA accounts are not insured over \$250,000, Mr. Field wanted to confirm with Tompkins. BTMA accounts are first FDIC insured up to \$250,000, since Tompkins is an Act 72 banking institutions the BTMA accounts are fully insured by Tompkins.

Township Loan – The latest draft had the lending rate (6.25%) based on the prime lending index at the time of the draft, which was 8.25% and some other wording that needed clarification. There was a discussion that the loan was approved at 6% not 2 points below prime.

After various discussions on each point of the loan, the final agreement should say the loan would be at a fixed rate of 6% for 5 years. After 5 years the rate could be adjusted up or down depending on the prime rate. The loan rate will adjust to the prime index but never more than 2% points higher than 6%. The same holds true if the prime index drops but the rate would never be less than 2% points lower than 6%. So the highest interest rate the Township would pay is 8% and the lowest would be 4%.

If there is an adjustable rate change each year after the 5 fixed years, the first payment reflecting the change would not take effect until January 1st of the following year. This will give the Township time to change budgets and get tax increases/decreases approved.

The term of the loan is 20 years, it can be paid off earlier without penalty and the loan can be renegotiated at any time.

A Letter of Willingness was signed by the Authority, which just stated the Authority is willing to loan the amount needed to the Township. The letter was needed for the DCED package the Township is required to submit for approval of the project.

PROJECT COMMITTEE: RRAA – Tenant Advisory Committee Report – The RRAA Board is concentrating on the FBO issue, not much else was discussed.

PERSONNEL: None

ENGINEER: Hartman South & Garage Strength – Engineering Review Letters went out for both of these projections during the month.

Pump Stations Update – SSM has started on the design and hopes to get the bids by July and reviewed in August.

Garage Strength – the plans for this building were received today, it is located at a different area than first thought. The sewer hook-up will need to be done with the permission of G&T.

City of Reading, 19th Ward Pump Station Meeting – The City wanted previous flows for 10 years, the Chapter 94 Reports have that information. The projected flows for 20 years will be easy since there is no area left in Greenfields to build.

SOLICITOR'S REPORT: LBA Aeration Upgrade – Atty. Becker will contact LBA with the last draft of the agreement.

Holy Trinity Church – Mr. Koch finally talked with the Bishop concerning the original agreement of 1997. As discussed in previous meetings, the Bishop thinks BTMA is responsible for fixing any repairs that would result in the BTMA sewer main needing repair in the future. This would include landscaping, paving of the parking lot and sidewalk. BTMA believes that only to ground level would BTMA need to repair.

After a long discussion, BTMA is going to televise the line before and after construction. This will determine if any breaks in the sewer main were due to construction, if so then the Church would need to fix the lines.

In addition, if for some reason the line does need repair BTMA would abandon the line and relocate it. This will require a revised easement.

Ms. Reed made a motion to authorize Mr. Conrad to get a quote for televising every manhole on the property for both pre and post construction. Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

RRAA – The Board is busy with other problems, the RRAA's next meeting is July 18th. Hopefully they discuss the BTMA request for using water instead of the flow meter that is not working.

DEP Project for Lead pipes - Atty. Becker sent to the Board the legislation concerning the Project at last month's meeting. Mr. Conrad handed out some of the methods in which this project can be fulfilled.

To start, BTMA should review which homes we already know what the pipes are made of. Any home or business built after 1991 can be taken off the list. Then if Mr. Scholl has any knowledge of the type of pipe going into a particular home where he changed out the meter, those homes can be disregarded.

The cost of a Vac Truck per day is \$1500/\$2000. Using GIS it will be very easy to locate piping. Mr. Conrad estimates one to two days using the Vac Truck should be sufficient to complete the project.

Ms. Reed made a motion to authorize SSM to start the DEP Lead Project by gathering data necessary to submit to DEP. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

Submeter Rules – Office Admin. wrote a resolution to update the Submeter Rules since they were last written in 2000 and the meters listed were no longer available. The wording needed updating as well.

There was some confusion as to who was making the changes, Office Admin. offered to do it during the next month and it will be the exhibit to the resolution which then can be adopted.

OLD BUSINESS: None.

NEW BUSINESS: None

Ms. Reed made a motion to adjourn the meeting at 1:22 PM. Seconded by Mr. Koch. Motion Carried.

Respectfully Submitted,

Irene Reed
Asst. Secretary