

# BERN TOWNSHIP MUNICIPAL AUTHORITY

## Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

July 26th, 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 JUNE 28th, 2023:** *Ms. Reed made a motion to approve the monthly minutes of the June 28th, 2023 Meeting.* Seconded by Ms. Pappas. Motion Carried.

**TREASURER'S REPORT:** Mr. Field presented the water bill list for July in the amount of \$41,828.44 consisting of \$28,979.75 to WBWA and \$8,501.03 to RAWA.

*Mr. Field made a motion to pay the July 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 July in the amount of \$98,331.35 consisting of \$38,500.58 to the City of Reading for the quarterly T&T payment; \$52,000.00 to RRAA for the quarterly bill and \$1,705.40 to SSM, of which \$744.00 will be reimbursed by developers.

*Mr. Field made a motion to pay the July 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 invested \$200,000 on the water side at a rate of 5.3% for 1 year. This was a better rate than the original PNC CD that was sold out.

*Mr. Koch made a motion to purchase a \$200,000 Brokerage CD at a rate of 5.3% for 1 yr. on the water side.* Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Mr. Field discussed with the bank manager BTMA's low interest rates for all bank accounts. The manager agreed and said all rates will be increasing with next month's statements, but Mr. Field was not given the new interest rates. The ICS account was increased recently from 0.8%-0.9% to 3.5%-4% yielding more interest than months before.

**PROJECT COMMITTEE:** RRAA – Tenant Advisory Committee Report – The RRAA Board briefly mentioned the broken flow meter and using water usage instead. Their Board's thoughts are that it is so close to the end of the year when the pump stations should be completed that it is not worth the effort of changing one or two bills.

**PERSONNEL:** None

**ENGINEER:** Hartman South – Penske has redesigned the layout for the development. Mr. Conrad has reviewed the latest land development plan and provided his comments to Penske. Mr. Conrad is waiting for their review before moving forward.

Pump Stations Update – SSM noted some electrical issues that need to be addressed with Met-Ed prior to finalizing the documents for bidding. Mr. Conrad hopes all will be settled by the August BTMA meeting.

Sink Hole in West Shore – On Monday, July 10<sup>th</sup>, a sinkhole opened in the middle of the road on Riverview Ave. in West Shore exposing both the water and sewer mains and a sewer manhole. Empire began repairs on

Monday, July 24<sup>th</sup> to find the throat of the sinkhole and filled it with No. 4 stone, placing a liner over the stone and installing a layer of clay over the liner. The screening will continue to allow the water to drain from the area while preventing the soil and rock from washing away.

JG Environmental will be on call in case they need to pump out any sewage if there is an overflow. The manhole sunk 8 or 9 inches so it will need to be raised and repaired. The project is expected to cost approximately \$50,000.00 or more.

The insurance company was contacted to see if the repairs would be covered. The insurance adjuster has been out and will be sending over a report once his investigation is concluded.

DEP Project for Lead Pipe Analysis – Mr. Conrad is currently working on a plan to locate which properties could potentially have lead pipes and eliminate the ones who would not.

**SOLICITOR'S REPORT:** LBA Aeration Upgrade – Atty. Becker is still working on the last draft of the agreement.

Holy Trinity Church – Mr. Conrad sent a review letter to the Church asking them to supply an alternative location of the line if in the future the original line needs to be dug up. Mr. Conrad is waiting to hear back from the Church about an alternative location.

Also included in Mr. Conrad's review letter is that BTMA had supplied 2 connections points with a "Y" connection originally, the Church wants them at a different location so the Church should pay the cost of moving them.

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. Mr. Conrad has received a quote for televising of the lines during Pre Inspection and Post Inspection for \$750.00 each, making the total cost \$1,500.00. Mr. Conrad mentioned that the cost could increase slightly if the construction continues after more than 1 year.

Ms. Reed made a motion to approve \$1,500.00 for televising to be done on the property for both pre and post construction and any slight price increases if construction carries on longer than 1 year. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

RRAA – The RRAA and Atty. Ed Stock mentioned our approval of easements and lease, in regards to the new pump station, would not be approved by them for 99 years because any agreement over 25 years would need to be approved by the FAA. Atty. Becker suggested asking for just under 25 years for the easements and lease in order to bypass the FAA's approval. The BTMA board members agreed and Atty. Becker will contact Atty. Stock.

Resolution 2-2023, Sub Meter Rules and Regulations – The revised Sub Meter Rules have been corrected.

Ms. Reed made a motion to approve the revised Sub Meter Rules and Regulations. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

Resolution 3-2023 – The Rate Schedules for all BTMA's prices were presented to the board. Ms. Reed will add the new rates to BTMA's website.

Ms. Reed made a motion to approve the revised Rate Schedule for BTMA. Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Account 100 - The new owner asked for the reversal of \$25.66 in late fees for the months of April, May and June. They moved in on Feb. 28<sup>th</sup> and did not receive any bills in the mail from BTMA since they moved in. They called as soon as they realized and paid right away. They are now signed up for ACH and e-bills to prevent this in the future.

Mr. Koch made a motion to approve the reversal of \$25.66 in late fees for Account 100. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Account 155 – Malsnee Tile signed up for e-bill back in May but did not receive her bill for June in her email or spam folders. The July one went to her spam folder. They are requesting the late fee be reversed for \$13.00 as she now knows to check her spam folder.

Mr. Koch made a motion to approve the reversal of \$13.00 in late fees for Account 155. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Envirep Quote – Check valve and ARV rebuild parts were ordered for 2 pump stations.

TML Property Mgmt. – The owner of the Residential Apt. on Ulrich Lane would like BTMA to buy back 3 EDU's. The property has 6 and only uses 2. The Board discussed this at length and it was decided that BTMA does not buy back EDU's based on the customer needing 1 EDU per apartment unit and there are 6 units. The customer will be informed about the decision by BTMA's office staff.

Mr. Koch made a motion to not buy back the 3 EDU's for Ulrich Lane. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Ms. Reed made a motion to adjourn the meeting at 12:40 PM. Seconded by Mr. Koch. Motion Carried.

Respectfully Submitted,

Irene Reed  
Asst. Secretary