

# BERN TOWNSHIP MUNICIPAL AUTHORITY

## Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

August 23rd, 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:** Brian Hassinger, Senior Project Manager, SSM Group

DEP Permit for interconnect of WBWA and RAWA – Mr. Hassinger provided BTMA with details of the missing permits/agreements needed for any future emergency interconnections for reverse flow between WBWA and RAWA & BTMA in the future.

In April 2023, RAWA had an emergency and needed to connect to the WBWA water supply thru BTMA. The PA DEP discovered additional permits/agreements that need to be signed between BTMA, RAWA and WBWA in case of future emergency connections. BTMA currently only has an agreement and permit with WBWA to interconnect in an emergency. A permit was submitted to DEP on 8/22/23 for a RAWA interconnect with BTMA for reverse flow.

When the emergency occurred in April, the easiest way for WBWA to bill BTMA was to use an average flow calculation and any usage above the average was billed to RAWA.

A letter will be drawn up stating BTMA agrees in principle to have SSM submit all documentation to the PA DEP for the necessary permits and agreements for reverse flow to RAWA thru BTMA, and the supplier, WBWA. There will be no costs to BTMA for the DEP permits and each authority would pay their own solicitor costs.

Mr. Gurman made a motion that BTMA views favorably to amend the current Agreements with both WBWA and RAWA to allow water supply flow in both directions subject to permitting and final agreements being executed.

Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

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

**TREASURER'S REPORT:** Mr. Field presented the water bill list for August in the amount of \$52,388.48 consisting of \$32,013.19 to WBWA, \$5,321.24 to SSM and \$10,241.11 to RAWA.

Mr. Field made a motion to pay the August 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 August in the amount of \$46,075.61 consisting of \$14,832.75 to the Leesport Borough Authority for the quarterly T&T payment and 2022 audit adjustment; \$2,883.64 to Miller Environmental for the pump-out of wet wells and regular billing; \$2,975.00 to JG Environmental for the Vac truck standby for three days due to sinkhole in West Shore; \$2,388.00 to GenServe for Annual Maintenance and repairs and \$12,311.19 to SSM for two months of billing, of which \$3,495.63 will be reimbursed by developers.

Mr. Field made a motion to pay the August 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 asked the board to consider increasing the water rate for 2024. The last water rate increase was in 2012 and a small rate increase should be considered for future repairs and

replacements. Mr. Field presented the board with different price options for increasing residential and industrial customer water rates. He recommends a \$5.05 residential increase to \$66/quarter, an 8.29% quarterly increase. Commercial customers would have a percentage increase, Mr. Field will look at the commercial side further. The rate increase will be discussed again at a future meeting.

The Riverfront CD is coming due on August 27<sup>th</sup>, 2023. Mr. Field did not have a new bank to reinvest the CD, but asked for approval to reinvest the \$245,000 on the sewer side in a new CD at an interest rate no lower than 5% and no longer than 15 months.

Ms. Reed made a motion to purchase, on the sewer side, a \$245,000 CD at a rate no lower than 5% & for no more than 15 months. Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

**PROJECT COMMITTEE:** RRAA – Tenant Advisory Committee Report – The RRAA Board approved the Easements and whatever Lease Agreement terms Atty. Becker and Atty. Ed Stock decide upon.

The RRAA Board decided to turn down BTMA's suggestion to use water usage instead of actual flow. They will continue to bill as it was in the past since the Pump Stations will be done in a few months.

**PERSONNEL:** None

**ENGINEER:** Hartman South – Mr. Conrad hasn't heard back from Penske after providing his latest comments on the water and sewer aspects of development.

Pump Stations Update – All paperwork has been signed and approved. SSM anticipates putting the project on PennBid with a bid opening in the beginning of October.

Sink Hole in West Shore – All work has been completed except for final restoration of the roadway. SSM has not received word from the contractor on a date of completion. Normally, the roadway should settle for at least 30 days before paving.

BTMA repaired the roads to protect the water and sewer lines even though BTMA was not financially responsible to do so. A letter will be mailed to the West Shore Civic League regarding any future maintenance on the roads.

DEP Project for Lead Pipe Analysis – WBWA provided BTMA with flyer for customers to help BTMA identify what materials the pipes in their homes are made. Mr. Conrad is currently working on a plan to locate which properties could potentially have lead pipes and eliminate the ones who do not before sending any flyers to customers.

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

Holy Trinity Church – Atty. Becker and Atty. Mark Koch are working on the revised plans for the Church. Mr. Conrad needs to review the plans and BTMA is waiting for a new alternative location of the lines if in the future the original line needs to be dug up.

RRAA – The RRAA Board agreed to the Lease Agreements of 24 years and 11 months for the new pump stations. Atty. Becker and Atty. Ed Stock are ironing out Lease Agreement details which should be completed soon.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Enersys – The monthly billing of their unused EDU Debt Expense changed from \$588.28 to \$475.77. This unused EDU charge is from a previous agreement with Enersys and is recalculated each year based on the audit numbers for expenses and debt.

Ms. Reed made a motion to adjourn the meeting at 1:03 PM. Seconded by Ms. Pappas. Motion Carried.

Respectfully Submitted,

Irene Reed

Asst. Secretary