

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

October 25th, 2023

ATTENDEES: Chuck Koch, Chairman; Jay Field, Treasurer; Fred Gurman, Asst. Treasurer; Irene Reed, Secretary; Solicitor, Dan Becker, Kozloff Stoudt; Kevin Conrad, Engineer, SSM Group

The meeting was called to order by Mr. Koch at 11:11 AM.

AGENDA AMENDMENTS: None.

EXECUTIVE SESSION: None

PUBLIC COMMENT: None

MINUTES OF SEPTEMBER 27TH, 2023: Ms. Reed made a motion to approve the monthly minutes of the September 27th, 2023 Meeting. Seconded by Mr. Gurman. Motion Carried.

TREASURER'S REPORT: Mr. Field presented the water bill list for October in the amount of \$41,248.93 consisting of \$28,750.00 to WBWA; and \$8,992.89 to RAWA.

Mr. Field made a motion to pay the October 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 October in the amount of \$108,474.46 consisting of \$39,362.43 to City of Reading for the quarterly T&T payment; \$1,909.24 to Miller Environmental for the emergency call outs and regular billing; \$52,000.00 to RRAA for the quarterly T&T payment; \$6,361.85 to JG Environmental for grease cleanout at 6 PS's.; and \$3,524.00 to LB Water for chemicals.

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

FINANCE COMMITTEE: RFP – Auditor Proposals. BTMA received 2 proposals, 2 more companies were suggested to send letters. Office Admin. will send two more letters and a review of the proposals will be done at the next meeting in November.

City of Reading Sewer Increases – the sewer rates for the City of Reading will increase as of April 1, 2024 to be paid on July 1, 2024 by 12.71%, this is the largest increase in several years.

The BTMA sewer side can absorb the City's increase without increasing rates.

CD's Coming Due – On Nov. 3rd and 8th BTMA has sewer CD's that come due. Mr. Field will like the Board to approve renewing these CD's at not less than 4%, not more than 15 months and an amount between \$230,000-\$255,000. Mr. Field can't get actual rates until closer to the due dates.

Mr. Gurman made a motion to give the Treasurer the ability to purchase 2 CD's at a rate not less than 4%, not more than 15 months and within the parameters of \$230,000 to \$255,000 on the sewer side. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed. Motion Carried.

PROJECT COMMITTEE: RRAA – Tenant Advisory Committee Report – The items that were of interest to BTMA is that RRAA is continuing to spend some money on upgrades to the airport sewer plant.

PERSONNEL: Office Admin. asked permission to hold 7 to 8.5 days of vacation till 2024 when it will be all used.

Ms. Reed made a motion to allow vacation days from 2023 be held for use in 2024 for Office Administrator. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed. Motion Carried.

ENGINEER: Hartman South – SSM has sent their letter with comments. Penske has requested a Will Serve letter and are asking for up to 15 EDU's which BTMA has.

Pump Stations Update – The Project bids were opened on October 20th, 2023. The lowest bid was \$398,430.00 by Barrasso Excavation. No vote was taken, the Board will review the bids and the Solicitor will check to make sure everything has been signed by the Airport.

DEP Project for Lead Pipe Analysis – This project has started with reviewing the areas that will possibly have lead pipes.

Loan Share Account Grants – These grants will probably be delayed several times before being awarded. BTMA does not have any major projects to apply for this grant.

Proposed Development – C&B Construction is looking to build a warehouse behind G&T's facilities. They contacted SSM to make sure they could use G&T's low pressure sewer main to connect to the BTMA sewer system. SSM informed them that the pressure main is owned by G&T and that BTMA has no plans to take the line for dedication.

BTMA should ask for escrow before the Engineer does any work for the developer.

SOLICITOR'S REPORT: LBA Aeration Upgrade – Atty. Becker has met with Atty. Hartman twice since the meeting last month. Atty. Hartman has the agreement and is making his comments.

Holy Trinity Church – The Bishop has the agreement, BTMA is good with the agreement he is reviewing.

Interconnect Agreement with RAWA & WBWA – The agreement might have some changes.

Ms. Reed made a motion to approve the Interconnect Agreement contingent on the Engineer and Solicitor's comments/changes. Seconded by Mr. Gurman. Motion Carried

OLD BUSINESS: DEP Violation – After checking with DEP, BTMA can email the required form by to those customers we have emails on file.

1018 Cathy Drive – Second read was reported with usual usage. Adjustments from prior meetings can be made.

Mr. Koch wants the current amount due paid before the adjustments in the system be made. As of the meeting the current had not been paid.

NEW BUSINESS: Asbestos Waiver was denied due to it being late. Office Admin. contacted DEP with some questions and found out that BTMA did the sample for 2023 and another is not required for 6 years.

It is actually easier just to do a sample every 6 years instead of doing a Waiver every 6 years with a \$50 fee involved. In the future BTMA will just sample for asbestos

Ms. Reed made a motion to adjourn the meeting at 1:00 PM. Seconded by Mr. Koch. Motion Carried.

Respectfully Submitted,

Irene Reed
Asst. Secretary