

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

January 24, 2024

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 11:06 AM.

AGENDA AMENDMENTS: None.

EXECUTIVE SESSION: None.

PUBLIC COMMENT: None.

MINUTES OF DECEMBER 20TH, 2023: Ms. Reed made a motion to approve the monthly minutes of the December 20th, 2023 Meeting. Seconded by Ms. Pappas. Motion Carried.

TREASURER'S REPORT: Mr. Field presented the water bill list for January in the amount of \$74,523.95 consisting of \$28,750.00 to WBWA; \$8,265.00 to Exeter Supply for Wire & Nicor Connector and 30 new meters; \$26,296.68 to Empire Services for the water main break on Leisczs Bridge Rd in November; and \$6,815.24 to RAWA.

Mr. Field made a motion to pay the January 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 January in the amount of \$57,025.27 consisting of \$39,401.50 to the City of Reading for the quarterly T&T payment; \$3,606.25 to SSM, of which \$977.85 will be reimbursed by developers; \$5,077.86 to Envirep for PS 1-4 Annual Service, PS2 Suction Flange & Misc. Supplies; and \$2,202.60 to Miller Environmental for the contract billing and Reading Bearing.

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

FINANCE COMMITTEE: 2023/2024 Budget Reviews – Mr. Field updated the board with the Final 2023 Profit and Loss Budget vs. Actual reports. Many of the income and expense items were budgeted close to actual.

The 2024 budget was presented to the board, including the new price increases to the water customers. Both the sewer and water accounts project a profit for 2024. The board will review and approve the budgets at the next meeting.

PROJECT COMMITTEE: RRAA – Tenant Advisory Committee Report – There is nothing to report concerning BTMA.

PERSONNEL: None.

ENGINEER: Hartman South – SSM has reviewed the latest land development plan and sent a letter to Penske with their comments. No response to their review letter has been received yet.

Pump Stations Update – The signed contracts have been received and Barrasso has ordered the Pump Station. It will take about 12 weeks to receive the Pump Station before work can begin. Mr. Conrad will be scheduling a pre-construction meeting with Barrasso and hopes to have the project completed in 4 weeks, once the equipment is delivered with an estimated completion by end of June.

DEP Project for Lead Pipe Analysis – This project has started, but SSM needs to review older plans in the next week or two from BTMA to see who potentially has lead pipes.

C&B Development Project –SSM has received plans and provided comments to the developer. No response to their review letter has been received yet.

Chapter 94 Reports – SSM provided a quote for the Chapter 94 reports to be completed at \$1600 per report for a total of \$6400.

Mr. Koch made a motion to approve SSM to complete the Chapter 94 reports for \$1600 each for a total of \$6400. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Penske – A request by Penske’s Atty. Heidi Masano has been made for BTMA to take over dedication of St. Joe’s Pump Station so Penske can connect. Atty. Becker is working out the details for the connection and what documents BTMA will require before taking over dedication. It will be a few months before dedication takes place. Atty. Becker suggested a future meeting with the Attorneys and engineers will be needed to discuss the deed and the bill of sale for the dedication.

There will need to be an addendum to the Miller Agreement so Miller’s personnel can do the pump station inspections.

SOLICITOR’S REPORT: LBA Aeration Upgrade – Atty. Becker and Atty. Hartman are still ironing out the details of the agreement. LBA has requested some payment towards BTMA’s portion of the upgrades. BTMA has agreed to pay something but are requesting a full accounting of grants and other funding received before sending a payment. Atty. Becker will be in touch with LBA regarding payment and the updated agreement. Payment will be voted on at a future meeting.

Holy Trinity Church – The Bishop has the plans and Atty. Becker is awaiting their response. SSM will schedule a contractor to televise the sewer main prior to construction beginning.

Interconnect Agreement with RAWA & WBWA – The agreements have been signed and are being distributed.

OLD BUSINESS: None.

NEW BUSINESS: Manhole – During snow removal, the top of the manhole was damaged by a plow at 2483 Leisczs Bridge Rd on January 9th, 2024. No bills have been received as of yet, but Bern Township has offered to pay for the repairs. Atty. Becker suggested waiting for the bill and checking with the Township to see if their insurance will cover the cost.

Mr. Koch made a motion to adjourn the meeting at 12:22 PM. Seconded by Ms. Reed. Motion Carried.

Respectfully Submitted,

Irene Reed
Asst. Secretary