

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

September 28th, 2022

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

The meeting was called to order by Mr. Koch at 11:00 AM.

AGENDA AMENDMENTS:

EXECUTIVE SESSION: None.

PUBLIC COMMENT: None.

MINUTES OF AUGUST 24TH, 2022 MEETING MINUTES: Ms. Reed made a motion to approve the monthly minutes of the August 24th, 2022 Meeting. Seconded by Mr. Field. Motion Carried.

SECRETARY'S REPORT: None.

TREASURER'S REPORT: Mr. Field presented the water bill list for September in the amount of \$46,097.74 consisting of \$29,995.03 to WBWA; \$8,058.53 to RAWA; \$4,726.00 to Exeter Supply for a hydrant that will be reimbursed by AVJ Trucking; and \$1,931.25 to SSM.

Mr. Field made a motion to pay the September 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 September in the amount of \$20,999.63 consisting of \$7,838.65 to JGE Environmental for grease and rag ball removal; \$7,638.90 to Berks County for quarterly T&T; \$5,631.39 to SSM of which \$621.14 will be reimbursed by developers.

Mr. Field made a motion to pay the September 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 looked into brokerage CD's at Tompkins and Mid-Penn Bank. The rates were around 3% to 3.4% for a 1 year CD, with Mid-Penn Bank charging \$12 per CD and Tompkins \$5 per CD. Since BTMA has accounts at Tompkins it would be easier to link the ICS account to the CD and there should be less paper work since Tompkins already has the personal info on the Board members. Treasurer would like to get two CD's at around \$240,000 each at 3% or better for 1 year.

Mr. Koch made a motion to purchase two broker CD's for \$240,000 to \$245,000 each at a rate of 3% or higher with Tompkins Bank. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

LBA 2021 Audit – BTMA received the invoice for the underpayment of \$6,521 for the year 2021 based on actual expenses according to the agreement.

PROJECT COMMITTEE: None.

PERSONNEL: The BTMA new office staff will be employed 6 months on November 1st, her 6 month review should be scheduled. Mr. Gurman and Ms. Pappas will schedule a date in October.

ENGINEER: Emergency Application with Penndot will be finished, the SSM Engineer working on it was out for a few weeks.

Hartman South – Penske is back to asking for 10 EDU's. Stackhouse Bensinger will be meeting with the facilities director for Penn State Health. There is no other news on this project.

Manhole Inspection on County Property – A letter should be drafted to both Easy Does It and Berks County concerning the manholes that run to Easy Does It. There is still no proof that BTMA ever took dedication. The drafted letter should be reviewed by the Solicitor before going to Berks County and Easy Does It.

G&T – G&T was sent a letter from Daryl Jenkins with copies of all the emails concerning the size of the meter. There has been no response from G&T. After Mr. Scholl went to the upper pit, it was confirmed there was no 3 inch meter that BTMA can use for billing. There is a 10 inch meter in the upper pit and a 12 inch in the lower pit.

SOLICITOR'S REPORT: LBA Aeration Project – LBA received a grant of \$400,000.00 plus. Mr. Becker talked to Atty. Paul Essig about how the grant awarded will affect the amount each Authority involved will be paying for the project. The financial impact for BTMA to sell was discussed further but no decision has been made. BTMA will await for further info from LBA on the grant.

Miller Agreement – the agreement is being worked on and will be completed soon.

OLD BUSINESS: None.

NEW BUSINESS – Customer requests – Flying Hills requesting a reversal of 26 payments that were mailed on the same day as the rest of the payments were mailed, but one envelope got lost in the mail and was received after the due date.

Ms. Reed made a motion to reverse the 26 Flying Hills accounts that were lost in the mail. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Wawa is requesting a reversal of a penalty from March due to a change in 3rd party payment companies. The penalty was \$114.98.

Mr. Koch made a motion to reverse the penalty for WAWA on a one time basis. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

Miller Trucking – Mr. Scholl would like a letter sent to Miller Trucking to move their meter to a pit at the road. If there was a leak, BTMA would never know it since the line goes from the road to inside the building. BTMA would also be responsible for fixing a leak.

Solicitor recommends looking at the rules and regs. first before sending a letter.

Hydrant near Heyco Metals – The hydrant has been damaged by a delivery truck and is located really close for large trucks to pull into the lot. Mr. Scholl recommends we move the new hydrant down the road into the right-of-way. The cost for the project will be piping and some contractor costs. The hydrant and some of the labor will be reimbursed by the trucking company.

Mr. Koch made a motion to extend the hydrant piping down the right away on Stinson Dr. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

Insurance – After reviewing what Mr. Rivington presented, the Board would like a list of references and how much he saved other Authorities.

Ms. Reed made a motion to adjourn the meeting at 12:55 PM. Seconded by Mr. Koch. Motion Carried.

Respectfully Submitted,

Irene Reed
Secretary