

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

January 26, 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 11.09AM.

EXECUTIVE SESSION:

PUBLIC COMMENT: None.

MINUTES OF DECEMBER 15TH, 2021 MEETING MINUTES: *Ms. Reed made a motion to approve the monthly minutes of the December 15th, 2021 Meeting.* Seconded by Mr. Gurman. Motion Carried.

SECRETARY'S REPORT: None.

TREASURER'S REPORT: Mr. Field presented the water bill list for January in the amount of \$57,639.36 consisting of \$24,925.00 to WBWA; \$24,313.00 to Exeter Supply for radio read meters; and \$4,645.15 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 and Ms. Pappas. Motion Carried.

Mr. Field presented the sewer bill list for January in the amount of \$45,420.54 consisting of \$37,467.08 to the City of Reading for the quarterly T&T; \$1,719.00 to SSM of which \$802 were expenses related to the flow meter pump stations.

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

FINANCE COMMITTEE: A Diamond Credit Union CD will be coming due on 1/31, the renewal rate would be .6 percent for a year. Mr. Field believes interest rates will soon increase and would prefer cashing the CD and depositing the money in the ICS account for two or three months. At that time, recheck CD rates to see what deals are available.

The Board agreed to cash the CD and look at rates in the near future.

Mr. Field made a motion to not renew the CD at Diamond Credit Union. Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed and Ms. Pappas. Motion Carried.

RKL Audit Agreement – BTMA has received the Engagement Letter for the 2021 Audit.

Mr. Koch made a motion to sign the RKL Audit Engagement Letter. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed and Ms. Pappas. Motion Carried.

Budget Review – The budgets were finalized during the month but a possible large expenditure came to light the week of the meeting.

Mr. Koch made a motion to defer approving the budgets to the Feb. meeting. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed and Ms. Pappas. Motion Carried.

PROJECT COMMITTEE: None.

PERSONNEL: None

ENGINEER: Pump Station Design – Disregard all quotes that were sent out in the past. New quotes for only the parts of the pump stations that are necessary for this project will be included.

Flow Meter at 222 – The televising will be scheduled sometime in the 2nd week of February. The contractor wanted to wait till the extreme cold temperatures are over.

LBA – The letter BTMA received concerning BTMA's share of the cost for LBA's upgrade to their aeration system, which is being required in part by DEP, because of the overload of BODs at LBA's plant. BTMA's share of the cost is \$126,524.

BTMA has 7.61% of LBA's plant capacity, **their** letter stated our cost would be 7.61% of the total cost of the upgrade. The Agreement with LBA dates back to June of 2003, which the Solicitor has been reviewing.

There is some argument in BTMA's favor that our customers who send sewage to that plant do not contribute to the high BOD's. The BOD's from Bern Twp. were tested a few years ago and our results were within the limits.

A letter will be sent to Duane Knoll who signed the original letter received by BTMA.

SOLICITOR'S REPORT: Easements for the new Pump Station – The airport easement can be executed. The other easement needs to be signed by the leaseholders first, since they made a few changes.

American Rescue Plan – The application is not fully approved by the County. The committee is looking for legacy projects that would be helping the County, lead to jobs, and benefit customers. Sewer and Water is one of three pots where the 70 million of American Rescue Money is being split.

OLD BUSINESS: None.

NEW BUSINESS – Customer Inquiries: 1007 Cathy Dr. requested a reversal of a late fee of \$26.13. Customer made an online payment that was deducted from her account but the check was never received by BTMA and the check was never cashed.

Mr. Koch made a motion to reverse penalty for the customer at 1007 Cathy Dr. for \$26.13. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed and Ms. Pappas. Motion Carried.

Acct. 29076400 requested a reversal of \$6.50 penalty. The customer paid with online banking but the PO returned the check to the bank as undeliverable to the BTMA address. This has been an ongoing problem as well with BTMA bill cards that are yellow stickered and returned to the office.

Mr. Koch made a motion to reverse a \$6.50 penalty for account number 29076400. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed and Ms. Pappas. Motion Carried.

RAWA – RAWA is not allowing shut-offs, but the director of RAWA will review on an individual basis for BTMA if one of our customers has not paid and BTMA wants their water shut.

The case in questions is a home on Jeffrey Rd that owes bills from June of 2019 and they ignored the constable notice sent in 2019 as well as a lien in 2020. They average over 20,000 gallons of water each quarter and they ignore BTMA's notices. The amount owed on this account is \$3152.94

The Board suggested to send the request to RAWA with the pertinent information.

Mr. Koch made a motion to Adjourn at 12:20 PM. Seconded by Mr. Field. All in favor. Motion Passed.

Respectfully submitted,

Irene Reed,
Secretary