

# BERN TOWNSHIP MUNICIPAL AUTHORITY

## Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

November 17, 2021

**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.

**EXECUTIVE SESSION:** None.

**PUBLIC COMMENT:** None.

**MINUTES OF OCTOBER 27TH, 2021 MEETING MINUTES:** Ms. Reed made a motion to approve the monthly minutes of the October 27th, 2021 Meeting. Seconded by Ms. Pappas. Motion Carried.

**SECRETARY'S REPORT:** None.

**TREASURER'S REPORT:** Mr. Field presented the water bill list for November in the amount of \$36,465.90 consisting of \$25,617.08 to WBWA; and \$6,865.24 to RAWA.

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

Mr. Field presented the sewer bill list for November in the amount of \$81,978.40, consisting of \$47,263.99 to the RRAA for the quarterly T&T; \$8,481.64 to Envirep for annual maintenance and repairs; \$4,160.00 to JG Environmental for jet vacuuming the wet wells; and \$5,860.84 to Kozloff Stoudt of which \$87.00 will be reimbursed.

Mr. Field made a motion to approve the November 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 Tompkins CD will be coming due on 11/24/21. The best deal is Customers Bank at .4% for 12 months. If that rate remains the same after the Thanksgiving Holiday, Mr. Field recommends getting a \$250,000 CD.

There was some discussion that if BTMA waits a month or two the rates could increase. BTMA has two more CD's coming due in the early part of 2022 when rates might start going up. The consensus in the short term were that rates won't be going up in the next month or two.

Mr. Field made a motion to get a \$250,000 CD from Customers Bank at .4% for 12 months. Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed and Ms. Pappas. Motion Carried.

**PROJECT COMMITTEE:** None.

**PERSONNEL:** None.

**ENGINEER:** Pump Station Design – Easements are with the Airport, the FAA, and the lease holders for review and signature. The airport believes it could be one more week for FAA approval.

RRAA Meeting – The RRAA Board had no problem with extending the BTMA pump stations until April of 2022. They fully understood the causes for the delay.

**SOLICITOR'S REPORT:** Easements for the new Pump Station – All easements are completed and the airport has approved signing. Still waiting for the lease holders, and the FAA approval.

Diversified Technology, Third Party contract – The third party contact basically answered a few questions but the agreement would not be changed which is in their favor not BTMA's.

Office Admin. will reach out to Tompkins for info on any options they might have for charge card payments.

**OLD BUSINESS:** LIWAP Participation – This is a program starting in January for low income customers who are having trouble paying their water or sewer bills due to the pandemic. After review of what the program entailed, there would be hardly any additional work for the office staff. If the state audited payments to BTMA, there could be some paperwork and time involved.

Mr. Koch made a motion to participate in the LIWAP Program. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed and Ms. Pappas. Motion Carried.

**NEW BUSINESS –** Customer Inquiries: Tower Health requested a penalty reversal of \$623.14. The payment Tower Health thought was mailed in plenty of time but it was received 5 days later, they are always on time.

Mr. Koch made a motion to reverse the \$623.14 penalty for a one-time reversal for Tower Health. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed and Ms. Pappas. Motion Carried.

2022 Meeting Schedule – The schedule remains the 4<sup>th</sup> Weds. of each month except for Nov. and Dec. when it is moved up to the 3<sup>rd</sup> Weds. due to the holidays.

Ms. Reed made a motion to accept the 2022 Meeting Schedule as written. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed and Ms. Pappas. Motion Carried.

Ms. Reed made a motion to Adjourn at 11:50 AM. Seconded by Mr. Koch. All in favor. Motion Passed.

Respectfully submitted,

Irene Reed,  
Secretary