

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

FEBRUARY 23, 2022

ATTENDEES: Chuck Koch, Chairman; Jay Field, Treasurer; Fred Gurman, Asst. Treasurer; Irene Reed, 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: The Board went into Executive Session at 11:39 AM. The Board reconvened at 11:55 AM.

PUBLIC COMMENT: None.

MINUTES OF JANUARY 26TH, 2022 MEETING MINUTES: Mr. Gurman made a motion to approve the monthly minutes of the January 26th, 2021 Meeting. Seconded by Mr. Field. Motion Carried.

SECRETARY'S REPORT: None.

TREASURER'S REPORT: Mr. Field presented the water bill list for February in the amount of \$46,052.09 consisting of \$35,092.91 to WBWA; and \$5,493.31 to RAWA.

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

Mr. Field presented the sewer bill list for February in the amount of \$71,356.51 consisting of \$9,202.50 to LBA for the quarterly T&T; \$3,252.47 to WG Malden for a flow meter and calibration; \$2,692.70 to Kozloff Stoudt; \$52,000.00 to RRAA for quarterly T&T.

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

FINANCE COMMITTEE: Budget Review.

Mr. Field made a motion to approve the 2022 Water & Sewer Budgets as prepared with revisions if a large expense is required on the Sewer side. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed. Motion Carried.

Mr. Field told the Board that in 2021 interest earned was \$4,970.78, which included \$3,717.30 earned in CD's. Since one of the CD's already came due in 2022 and a few more come due in a month or two, the Board might consider using the CD money to pay down the sewer loan in May. The rate on the loan is 2.5%.

The Board will review the numbers in April and May and make a decision at that time as to what to do with the CD's that are due.

PROJECT COMMITTEE: None.

PERSONNEL: Office Administration made a suggestion to think about changing the personnel needed for the BTMA office; two employees working 2 days a week each, where both employees know the entire job. The positions would work different days every other week so all tasks would be learned. Details would need to be discussed as to how the schedule would work and how coverage for vacations would work.

The Board thinks BTMA should start looking to fill the position immediately since it would take a year or more for the employee to be trained in areas required of the job. Present Office Admin. would continue to work 3 days a week and the new employee would work two.

Office Admin. Suggested a committee should be set up to discuss the details of each position.

ENGINEER: Pump Station Design – The quotes were given for each PS. The PS on RRAA property was quoted at \$105,084 which includes the PS and construction. The PS adjacent to 222 was quoted at \$73,374. The construction of both PS's will go out for bid.

Mr. Koch made a motion to have SSM put out for bid the construction of Pump Stations A&B. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed. Motion Carried.

The MPDES Part 2 Permit must be signed along with payment of the \$500 fee.

Ms. Reed made a motion to authorize the signing of the MPDES Part 2 Permit as well as payment of the fee. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed. Motion Carried

Flow Meter at 222 – Ditchcreek will be done the end of the week with televising the sewer lines.

Pump Station quotes from Envirep for upgrades to the control panels – BTMA had upgrades to PS's 3 & 4 several years ago. The Engineer would recommend upgrading PS 1.

Mr. Koch made a motion to accept the quote from Envirep for the upgrade to PS #1. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed. Motion Carried.

Penske – plans have been received for possible construction on part of the Hartman South parcel. The MOU will need to be reviewed as to the ownership changes of the PS at Penn State Health with development of the Hartman South land.

Mr. Koch made a motion to authorize the Engineer and Solicitor to review the MOU agreement. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed. Motion Carried.

LBA – LBA are proposing changing their chemical parameters. The Engineer recommends BTMA adapt the same parameters if LBA does make the changes.

SOLICITOR'S REPORT: Easements for the new Pump Station – All easements are completed and ION's easement is on its way.

LBA Aeration upgrade – LBA Engineer knows BTMA does not contribute BOD's to the plant. The Solicitor provided a drafted letter to be sent to the LBA Board stating the reasons BTMA should not be responsible for providing funds for the upgrade of the aeration system.

LBA would like the two Authorities involved to help get grant money to be used toward the upgrade, BTMA would be willing to help in that respect.

There is also grant money from a state wide assessment, the deadline is March 15th. Solicitor recommended trying to submit the application. The Engineer would complete the application and there would need to be a Resolution and two signers must be appointed.

Mr. Koch made a motion to authorize Resolution 2022-1 to submit the application for a State Wide Assessment Grant with Mr. Gurman and Mr. Field as signers. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed. Motion Carried

OLD BUSINESS: None.

NEW BUSINESS – Customer Inquiries: None.

Mr. Gurman made a motion to Adjourn at 12:50 PM. Seconded by Ms. Reed. All in favor. Motion Passed.

Respectfully submitted,

Irene Reed,
Secretary