

# BERN TOWNSHIP MUNICIPAL AUTHORITY

## Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

February 24, 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 Zoom meeting was called to order by Mr. Koch at 11:00 AM.

**EXECUTIVE SESSION:** None

**PUBLIC COMMENT:** None

**MINUTES OF JANUARY 27th, 2021 MEETING MINUTES:** Mr. Field made a motion to approve the Reorganization minutes & the monthly minutes of the January 27th, 2021 Meeting. Seconded by Ms. Reed. Motion Carried.

**SECRETARY'S REPORT:** None.

**TREASURER'S REPORT:** Mr. Field presented the water bill list in February the amount of \$37,696.03 consisting of \$24,925.00 to WBWA; and \$7,376.18 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. Pappas, and Ms. Reed. Motion Carried.

Mr. Field presented the sewer bill list for February in the amount of \$50,331.05 consisting of \$27,066.04 to RRAA which includes the credit of \$23,517.60 agreed upon with BTMA and RRAA from the high payment quarter in 2020; \$3,197.00 to SSM of which \$105.00 will be reimbursed by developers; \$9,103.50 to LBA for the quarterly T&T; and \$5,092.20 to Kozloff Stoudt of which \$360 will be reimbursed by developers.

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

**FINANCE COMMITTEE:** Ratify the signing of the Letter of Engagement for the 2020 Audit by RKL. The cost not to exceed \$14,950 which is up from \$14,500, the cost of the 2019 audit.

Ms. Reed made a motion to ratify the signing of the Letter of Engagement for the 2020 Audit by RKL, LLC. Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Pappas and Ms. Reed. Motion Carried.

A CD was renewed at Diamond Credit Union, the new CD value is \$249,533.79. The CD approved last month was bought at Customer's bank for \$248,000.

**PROJECT COMMITTEE:** None.

**PERSONNEL:** None.

**ENGINEER'S REPORT: Arnold & 222 Pump Station Design –** SSM met with Riordan Materials, they will put together a package for the Flygt Pumps. Office Admin. is gathering flow readings for West Shore and Water District A for 2019 and 2020 in order to calculate flow, this info will determine pump size.

Information is being gathered on the possibility of installing the one pump station on the paper street known as Lafayette Parkway. The pump station would take the place of the flow meter located on Arnold. The Solicitor will need to look into rights of ownership of the property.

**Misco Request –** SSM talked to Jeff Gable of Misco. Mr. Gable was given the various items that would need to be done to have their discharge from their reverse osmosis filters go into the sewer system. An additional 10

EDU's will need to be purchased, as well as completing a DEP Planning Module, an Industrial user Permit Application, and detailed sampling.

**G&T** – The Company has agreed to install a 12 in. main instead of the 8 in. They will install a meter pit at the intersection of Leisch's Bridge Rd., as well as a meter pit at the end of the 12 in. line that will be read for usage of the 8 in. line that will service the manufacturing building.

**Chapter 94 Reports** – The quote for the Annual Chapter 94 reports is a maximum of \$1500 per report. There are four reports for each sewer plant BTMA transports sewer.

Mr. Koch made a motion to accept the SSM quote for preparing the four Chapter 94 Reports for 2021. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Pappas and Ms. Reed. Motion Carried.

**SOLICITOR'S REPORT: Hartman South** – The only information available on the Hartman South property is that a developer is looking at the back 30 acres. The name and plans of the developer are confidential.

**Water Shut Off** – The moratorium on water shut offs has expired. BTMA has been putting liens on properties who have large past due accounts, instead of sending the constable. 60 day, 90 day and final notices are being sent every month.

The Board believes BTMA should start using the constable notices as needed, and if the customer ignores the notice then reevaluate whether to turn the water off.

**OLD BUSINESS:** EDU Analysis – WAWA was sent a second letter on 2/17/21.

**NEW BUSINESS: RRAA & WBWA** – The Solicitor recommended sending both RRAA and WBWA a copy of approved minutes. When a project is assigned to BTMA by the Board of Supervisors it will be mentioned in the Minutes. Office Admin. will start sending the minutes to those in the RRAA & WBWA organizations with the approved January, 2021 Minutes.

Ms. Reed made a motion to adjourn the meeting at 12:05 PM. Seconded by Mr. Koch. Motion Carried.

Respectfully submitted,

Irene Reed, Secretary