

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

March 23rd, 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.

Ms. Reed made a motion to Amend the March 23rd Agenda to include the discussion of a rate study. Second by Ms. Pappas. Motion Carried.

EXECUTIVE SESSION: None.

PUBLIC COMMENT: None.

MINUTES OF FEBRUARY 23RD, 2022 MEETING MINUTES: Ms. Reed made a motion to approve the monthly minutes of the February 23rd, 2021 Meeting. Seconded by Mr. Field. Motion Carried. Ms. Pappas abstained.

SECRETARY'S REPORT: None.

TREASURER'S REPORT: Mr. Field presented the water bill list for March in the amount of \$37,546.39 consisting of \$28,710.37 to WBWA; and \$5,491.01 to RAWA.

Mr. Field made a motion to pay the March 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 March in the amount of \$39,677.47 consisting of \$6,301.19 to Berks County for the quarterly T&T; \$11,395.03 to Ditchcreek for televising sewer lines leading to the 222 Flow meter; \$11,687.66 to SSM which is the total for 2 months of charges, of which, \$134.34 will be reimbursed by a developer.

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

FINANCE COMMITTEE: None.

PROJECT COMMITTEE: None.

PERSONNEL: Ratify Office Asst., Luanne Schettler's resignation letter effective March 17th, and to rehire Annette Schaeffer as a temporary Office Asst. at a rate of \$18/hr

Ms. Reed made a motion to ratify the acceptance Luanne Schettler's letter of resignation and to rehire Annette Schaeffer as a temporary Office Asst. Seconded by Mr. Koch. Motion Carried.

Ratify 16 hours of severance pay to Luanne Schettler to the date on her resignation letter.

Mr. Koch made a motion to ratify 16 hours of severance pay to Luanne Schettler. Seconded by Danielle Pappas. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

Ratify the posting of an Office Admin. Asst. on Indeed.

Mr. Koch made a motion to ratify the posting of the Office Admin. Asst. position. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

ENGINEER: Pump Station Design – SSM is proposing using a Zoeller Pump Station and received a quote from Exeter Supply and is available through Co-Stars. This information will be updated on the Part II Permit.

The estimated quote is \$178,500 which included the pump stations, site work, the required force mains and the demolishing of the existing meter pits.

The Local Share Account Grant was submitted on March 14th on behalf of the authority for the Pump Stations. With a team effort it was submitted on time. Anticipation of hearing anything will most likely be sometime in August.

Sewer Televising – Ditchcreek finished televising on Feb. 24th. The only issue found was a substantial amount of #2 stone at the end of the sewer line at Manhole 306 on Leisz's Bridge Rd. There was no evidence of a broken sewer main or lateral. The connection to Andrew Hess, which is about 325 ft. upstream of Manhole 305, had a large pile of debris where it connects to the sewer main. The lateral was televised but they did not find evidence of a broken pipe.

Ditchcreek cleaned out as much of the debris as possible. The Engineer recommends to do another cleaning maybe around June.

Penske – plans have been received for possible construction on part of the Hartman South parcel. The developer's plans call for one of the lots to be 31.173 acres which will be the Penske Subdivision. Penske's lot will be developed with 3 buildings, a service facility, a tech/training center and a future office building.

Penske initially will be requesting 8 EDU's.

SOLICITOR'S REPORT: LBA Aeration upgrade – The letter, stating BTMA's response to paying the share of the LBA Aeration upgrade, was mailed to the Chairman of the LBA on Monday.

Miller Agreement – an email should be sent to Mike Poyner asking him to start working on pricing. Some of the tasks on the current agreement will not be needed such as there will be no emergency generators and no cleaning of the flumes. There will be maintenance of the pump stations. Office Admin. will email Mr. Poyner and recommend he contact the BTMA Engineer to discuss the changes that will be needed.

Penn State Health Pump station – The MOU states on page 13, Sect. C that if any future properties flow to the hospital collection system then the system is dedicated to BTMA. The pump station as well as the sanitary sewer main is part of the collection system. The Hospital will become a sewer customer of BTMA.

BTMA should look at their rates to determine if profits are being made with the current rate structures.

Ms. Reed made a motion to authorize the Engineer to do a rate study. Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

OLD BUSINESS: None.

NEW BUSINESS – Customer Inquiries: 410 S. Tulpehocken Rd. requesting a reversal of \$6.50 penalty due to an on-line check that did not arrive on time, customer moved up her payment date.

Mr. Koch made a motion to reverse the penalty of \$6.50 for the customer at 410. S. Tulpehocken Rd.

19 Jeffrey Rd. requested a sewer adjustment which would amount to \$413.98. The customer had a water leak that according to RAWA went into the ground.

Mr. Koch made a motion to adjust the customer at 19 Jeffrey Rd for \$413.98. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

Natural Touch – quote for mowing Bern West Ridge from \$47.50 to \$55 and Stinson from \$27.50 to \$35. The price has been the same for at least 10 years.

Mr. Koch made a motion to accept Natural Touch's quote for mowing the two pump stations. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

Eagle Scout Project – Seth Geiger of Scout Troop 190 at Epler's Church would like to paint the fire hydrants in the Stonehedge Development. The cost to BTMA would be the paint.

Mr. Koch made a motion to approve the painting of the fire hydrants by an Eagle Scout Project. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

Ms. Reed made a motion to Adjourn at 12:42 PM. Seconded by Mr. Gurman. All in favor. Motion Passed.

Respectfully submitted,

Irene Reed,
Secretary