

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

April 28, 2021

ATTENDEES: Chuck Koch, Chairman; Jay Field, Treasurer; Fred Gurman, Asst. Treasurer; 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 11:05 AM.

EXECUTIVE SESSION: The Board went into executive session @11:06 to discuss personnel matters. At 11:16 the regular meeting was back in session.

Mr. Koch made a motion to hire Danielle Pappas at a rate of \$12 per hour to work as needed in the office. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Gurman, and Mr. Koch. Motion Carried. Ms. Pappas abstained.

Mr. Koch made a motion to hire Luanne Schettler as a part-time office employee at a rate of \$16/hr. with an increase to \$17/hr. after a 3 month review. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, and Ms. Pappas. Motion Carried.

PUBLIC COMMENT: None

MINUTES OF MARCH 24th, 2021 MEETING MINUTES: Mr. Gurman made a motion to approve the monthly minutes of the March 24th, 2021 Meeting. Seconded by Mr. Field. Motion Carried.

SECRETARY'S REPORT: None.

TREASURER'S REPORT: Mr. Field presented the water bill list in April the amount of \$37,923.78 consisting of \$24,925.00 to WBWA; \$4,460.91.10 to RAWA; \$3,015 to RKL for partial audit payments; and \$2,835.30 to PIRMA for liability and property insurance.

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

Mr. Field presented the sewer bill list for April in the amount of \$53,930.27 consisting of \$29,573.32 to the City of Reading for the quarterly T&T; \$6,615.70 to PIRMA for liability and property insurance; \$7,035 to RKL for partial audit payments; and \$3,971 to SSM of which \$2,907 were costs associated with the design of the two sewer pump stations.

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

FINANCE COMMITTEE: CD update – The VIST CD that was for \$245,000 is up for renewal on March 30th. The best rate VIST can give BTMA is .5 for 13 months.

The Utilities Employee Credit Union CD of \$248,000 was renewed on April 2nd. The rate is .65 for 12 months. BTMA earned \$10,499.46 of interest on the original \$240,000 CD

The Tompkins VIST CD was renewed for \$248,000 at a rate of .5% for 14 months. The original CD of \$245,000 earned \$4,994.26 of interest.

All interest not reinvested in the CD's went to the ICS account.

On May 20th a Riverfront CU CD will come due. Their renewal rate would be .5% for 12 months. The reinvested amount would be approximately \$248,000.

Mr. Koch made a motion to renew the Riverfront CU CD at a rate of .5% for 12 months. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, and Ms. Pappas. Motion Carried.

PROJECT COMMITTEE: None.

PERSONNEL: None.

ENGINEER'S REPORT: Arnold & 222 Pump Station Design – The final location for the pump station is still being determined. An alternate location across from the existing flow meter is on Leiscz's Bridge Road at a vacant lot where BTMA would need a small easement.

Another small easement would be needed for the PS at Leiscz's Bridge Rd and 222 which is owned by the Airport. All the info has been sent to the Solicitor for review.

Chapter 94 Reports – The Airport's Chapter 94 Report that is in question from the DEP has to do with the reporting of the Inflow numbers which was reported correctly. A new DEP employee who reviewed the report was incorrect on what he was stating concerning the inflow reporting.

SOLICITOR'S REPORT: Grant Money from Stimulus – There is nothing new to report. The money distributed is going to the Township and it is still unclear exactly on what the Township can spend it on.

2649 Bernville Rd – The customer is not connected to the sewer so the water should be shut off and they should not be getting a bill once the water is off.

Mr. Field made a motion to turn off the water at 2649 Bernville Rd since the sewer is not connected. Seconded by Mr. Koch. All in favor. Motion Carried.

OLD BUSINESS: J&J Landscaping – BTMA received the bill for the snowplowing and would like to contract the same company for snow removal next year.

Mr. Koch made a motion to secure a quotation before the winter season on snow removal from J&J Landscaping. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, and Ms. Pappas. Motion Carried.

NEW BUSINESS: Diversified Technology – upgrade to a Cloud based System where customers could go to a webpage, designed and maintained by DT, and look up their balance or pay by credit card. The upgrade would also support customers who pay by on-line banking and could choose to have the money directly deposited to the BTMA account instead of a third party mailing the check. The cost was for \$3500 which included the yearly maintenance fee of \$700 which BTMA pays now.

Mr. Koch made a motion to purchase the upgrade from Diversified Technology for the BTMA billing program at a cost of \$3500. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, and Ms. Pappas. Motion Carried.

Mr. Koch made a motion to Adjourn at 12:25 PM. Seconded by Ms. Pappas. All in favor. Motion Passed.

Ms. Reed made a motion to adjourn the meeting at 12:11 PM. Seconded by Mr. Gurman. Motion Carried.

Respectfully submitted,

Irene Reed, Secretary