

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes
Regular Meeting of Bern Township Municipal Authority
May 25th, 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.

EXECUTIVE SESSION: None.

PUBLIC COMMENT: None.

MINUTES OF APRIL 27TH, 2022 MEETING MINUTES: Ms. Reed made a motion to approve the monthly minutes of the April 27th, 2022 Meeting. Seconded by Mr. Gurman. Motion Carried.

SECRETARY'S REPORT: None.

TREASURER'S REPORT: Mr. Field presented the water bill list for May in the amount of \$65,777.72 consisting of \$35,672.06 to WBWA; \$5,669.99 to RAWA; and \$19,368.00 to KBI for a new jockey pump.

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

Mr. Field presented the sewer bill list for May in the amount of \$18,027.92 consisting of \$9,202.50 to LBA for the quarterly T&T; and \$2,132.49 to SSM of which \$770.36 were expenses toward the new pump stations.

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

FINANCE COMMITTEE: On April 29 the CD at Customers' Bank came due, the CD earned \$2,336.99 of interest. The money was deposited to the ICS account.

Riverfront FCU CD is due this week. When cashed it will have earned \$1,030.34. This Credit Union has a 15 month CD at a rate of 1.68% and a 17 month at 1.78%. Mr. Field recommends purchasing the 15 month CD at a rate of 1.68%.

Mr. Gurman made a motion to purchase a 15 month CD at Riverfront FCU at a rate of 1.68%. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

PROJECT COMMITTEE: None.

PERSONNEL: Approve the payment period of the part-time office employee from once a month to every two weeks.

Ms. Reed made a motion to change the pay period of the part-time office, employee to every other week. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

ENGINEER: Pump Station Design – FAA permit has not arrived yet for the Pump Station that is on Airport property. The Airport knows the permit is needed before work can begin.

Since BTMA applied for the state grant, no expenses can be paid toward the installation of the pump station. If work began and expenses paid, the grant application would be void and BTMA would not be awarded any grant money.

Water Rates – The quote to analyze the current water & sewer rates is \$10,600.

Mr. Koch made a motion to accept the SSM quote of \$10,600 to analyze both the water and sewer rate structure. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

The 12 in. rate for G&T's meter is being calculated by Daryl Jenkins.

Water Main Break – Office Admin. was reviewing the Consumption Report for the month of April's reads and discovered that BTMA was being billed for several million gallons more than BTMA was billing. After discussing it with the Engineer they agreed there was a leak in the main serviced by WBWA and that leak detection was necessary.

Dave Bonkovich went out Thurs. night and found a leak located in front of Piero's Pizza. The leak only needed to be banded but due to the valve not working, the pit was flooded to the point that the pipe could not be seen. The leak was repaired but the valve should be replaced at a later date.

Paperwork needs to be done for PENNDOT since RT. 183 is a state road. Mr. Conrad will get the GPS coordinates of the leak.

Engineer believes there still could be another leak in the system due to the large discrepancy between the gallons bought and gallons billed. The leak detector should look at the whole system.

Ms. Reed made a motion to approve having Dave Bonkovitch look at the rest of the WBWA system for leaks. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

Miller Contract – Mr. Conrad talked to Mr. Poyner at Miller. They discussed the changes that would be needed in a new contract.

Hartman South – Penske requested a fire flow test but when SSM went to do it, the valve would not work. BTMA personnel got the valve to work and the flow test will be done at a later date.

The Sewer Module submitted for the Penske project must be redone. Board should vote so it can be certified by the Chairman when the Module is corrected.

Ms. Reed made a motion to approve certification of the Sewer Module for the Penske development when it is completed and correct. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, Ms. Pappas. Motion Carried.

Engineer recommends talking to Penn State Health before the Sewer Module is certified. The Pump Station and sewer lines, which are the Hospital's responsibility, will become the property of BTMA when Penske's building is constructed.

SOLICITOR'S REPORT: LBA Aeration Project – there is a meeting with LBA at 2 pm today, the location has not been determined yet. Mr. Becker is waiting to hear from Mr. Essig as to where the meeting will occur. Mr. Becker, Mr. Conrad and Mr. Koch will be attending.

Sewer Loan Payoff – after reviewing the agreement, the earliest BTMA can make a balloon payment is Sept. of 2023.

OLD BUSINESS: Eagle Scout Project – LBA owns the hydrants in Stonehedge which BTMA approved to be painted as an Eagle Scout Project. LBA would love the hydrants painted and have adopted two different colors, however BTMA already bought silver paint, the color they are painted now.

If LBA's Board does not approve the silver, the scout will be asked to do the hydrants in the Willows which are owned by BTMA.

NEW BUSINESS – DOXO would like to set up a pay site for BTMA customers, the design was sent to the Board. The Board would like to have a disclaimer on the front page stating that the pay site is belongs to a third party. They would also like to see the rate DOXO charges for the service on the first page.

Ms. Reed made a motion to Adjourn the meeting at 12:40 PM. Seconded by Mr. Gurman. Motion Carried.

Respectfully Submitted,

Irene Reed
Secretary