

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

June 23, 2021

ATTENDEES: Chuck Koch, Chairman; Jay Field, Treasurer; Fred Gurman, Asst. Treasurer; Danielle Pappas, Asst. Secretary; Solicitor, Irene Reed, Secretary, 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: RKL Audit presentation by Mr. Zettlemyer and Mr. Byrne.

The 2020 Audit was completed and the highlights were reviewed for the benefit of the Board. Both the Water and Sewer sides mirrored the same results as the 2019 Audit. BTMA financials looked good & healthy; and there were no negative comments related to any work performed during the year.

Mr. Byrne commented that the BTMA staff was helpful and the auditors had no problems retrieving paperwork needed or information.

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

SECRETARY'S REPORT: None.

TREASURER'S REPORT: Mr. Field presented the water bill list for June in the amount of \$40,097.71 consisting of \$24,925.00 to WBWA; \$7,650.24 to RAWA; and \$2000.00 to the Commonwealth of PA for the annual SDW Fee.

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

Mr. Field presented the sewer bill list for June in the amount of \$28,277.11, consisting of \$12,188.80 to Berks County for the quarterly T&T; and \$4,560.50 to SSM of which \$4340.00 was costs associated with the design of the two proposed pump stations.

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

FINANCE COMMITTEE: CD update – On June 29th a Mid-Penn Bank CD comes due. Their renewal rate is .55% for 12 months. The reinvested amount would be \$250,000, with the interest check going to the ICS account.

Mr. Koch made a motion to reinvest \$250,000 in a 12 month CD at a rate of .55% at Mid-Penn Bank. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, and Ms. Pappas. Motion Carried.

Office Administrator and Mr. Field discussed the possibility of paying off the water loan with VIST or making a balloon payment of \$200,000 this year and \$100,000 next year. BTMA would need to check with VIST if the pay down option is allowed by the loan contract. Office Admin. will check with the bank.

Mr. Koch made a motion to pay down the VIST Water Note by \$200,000 this year contingent that BTMA has that ability according to the Loan contract. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, and Ms. Pappas. Motion Carried.

PROJECT COMMITTEE: None.

PERSONNEL: None.

ENGINEER: Pump Station Design – Easements are needed from the Airport and a Chicago Company. If the easements are not donated or sold for \$1, BTMA could possibly get them from Eminent Domain or by Condemnation. The Solicitor and Engineer are working on the easements.

The pump costs should be finalized soon and at that time the NPDES Permit application can be submitted.

Flow meter at 222 & Leiscz's Bridge Road – the flows at this meter have been very high, on May 18th it was 56,000 GPD and the normal range is 9,000 to 12,000 GPD. According to Miller there are no clogs and there is an increase flow. The last water reads for customers flowing to this meter are normal, there is nothing that sticks out for additional usage.

Engineer will call WG Malden to have the meter calibrated and if everything looks good, televising the line would be the next step.

Ms. Reed made a motion to have the meter calibrated and to televise the sewer lines if necessary. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, and Ms. Pappas. Motion Carried.

SOLICITOR'S REPORT: Agreement With Mr. Shuman – The agreement has been finished and will be forwarded to Mr. Shuman for signature.

VendorProof – Solicitor does not think BTMA would need to sign up with the company in order to get payment from Tower Health since it is a utility. Solicitor will look into it a little further.

OLD BUSINESS: Water turn-off on Suburban Road – The one property has been paid in full and the water is back on, the second house has a lock on the meter and water is off.

VUB Upgrade – The upgrade will take place when BTMA does the billing in September.

Fisher's Rental – Recalculated the usage for EDU analysis for 182 days. The property used .49 EDU's and it has paid for 1 EDU. No additional EDU is needed at this time.

Tri Gas Meter – Mr. Scholl should have a Tri Gas Meter in case he needs to go into a sewer main.

Ms. Reed made a motion to purchase a Tri Gas Meter up to the amount of \$3,000. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Gurman, Mr. Koch, Ms. Reed, and Ms. Pappas. Motion Carried.

NEW BUSINESS – None.

Ms. Reed made a motion to Adjourn at 12:18 PM. Seconded by Mr. Koch. All in favor. Motion Passed.

Respectfully submitted,

Irene Reed. Secretary