

# BERN TOWNSHIP MUNICIPAL AUTHORITY

## Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

July 28, 2021

**ATTENDEES:** 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 Ms. Reed at 11:00 AM.

**EXECUTIVE SESSION:** None.

**PUBLIC COMMENT:** Jose Rodriguez was present to meet the Board, he is the Miller employee who works on BTMA Pump Stations.

**MINUTES OF JUNE 23RD, 2021 MEETING MINUTES:** Mr. Field made a motion to approve the monthly minutes of the June 23rd, 2021 Meeting. Seconded by Mr. Gurman. Motion Carried.

**SECRETARY'S REPORT:** None.

**TREASURER'S REPORT:** Mr. Field presented the water bill list for July in the amount of \$38,662.91 consisting of \$27,925.00 to WBWA; and \$7,102.45 to RAWA.

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

Mr. Field presented the sewer bill list for July in the amount of \$52,693.45, consisting of \$38,695.31 to City of Reading for the quarterly T&T; \$3,150.50 to SSM of which \$2,247.00 was costs associated with the design of the two proposed pump stations; and \$1,540.00 to RKL for the final audit payment.

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

**FINANCE COMMITTEE:** CD update – The Mid-Penn Bank CD was renewed at .55 % which was approved last month. The interest received was \$1,753.07 and it was deposited in the ICS account. The next CD to come due is a VIST CD on 11/24/21

Also approved last month was a balloon payment of \$200,000 on the VIST Water Note. A payment can be made as long as it is from VIST Funds which BTMA's funds can cover. Office Admin. will contact VIST on the easiest way to make the balloon payment.

LBA Audit – The yearly audit of LBA for 2020 resulted in a BTMA underpayment of \$1945.

Ms. Pappas made a motion to authorize the payment of \$1945 to cover the 2020 underpayment of Sewer T&T to LBA. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Reed, and Ms. Pappas. Motion Carried.

**PROJECT COMMITTEE:** None.

**PERSONNEL:** None.

**ENGINEER:** Pump Station Design – Easements are still being worked on from the Airport and a Chicago Company. The problem is finding the right party to sign off on the easement for the piece of land across from the current flow meter on Leiszcz's Bridge Rd. A title search may need to be done.

Mr. Field made a motion to use a Title Company not to exceed \$1000 if the right party is not found to sign off on the easement. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Reed, and Ms. Pappas. Motion Carried.

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

Mr. Field made a motion to issue the NPDES Permit to DEP. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Reed, and Ms. Pappas. Motion Carried.

Flow meter at 222 & Leiscz's Bridge Road – the flows at this meter have been very high. On May 18<sup>th</sup> it was 56,000 GPD and the normal range is 9,000 to 12,000 GPD. According to Miller there were no clogs but there was an increase flow. WG Malden checked the meter and it was working well. WG Malden did provide a chart that showed increase flows for a period of time. They also found a rock lodged in the flume.

It seems lack of maintenance was the reason for the unusual high reads with no proof of higher water usage from any customer. A letter should be sent to Miller Environmental with the findings.

Safety Equipment – The safety equipment can cause thousands of dollars and may not be needed from one year to the next. Plus, the maintenance on the equipment can be costly. Dave has suggested BTMA rent the equipment from Miller if it is ever needed. After some discussion, WBWA should be contacted to see if they would agree to a rental charge for their equipment if Dave would ever need it. WBWA is BTMA's back up water emergency contact.

#### **SOLICITOR'S REPORT:**

VendorProof – Solicitor believes BTMA does not need to sign up with the company in order to get payment from Tower Health since it is a utility.

**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 paid at the bank about \$100 more than was on the bill but not enough to cover all the lien charges which are not on the bill. The account was given a credit for the extra money. Office Admin. corrected the account and put the extra money towards the lien charges. The Office Asst. had David put the water back on even though the lien was not fully paid. An email was sent to the owner explaining what is owed for the account to have the lien lifted.

RRAA Billing – Due to the high reads at the 222 flow meter the airport adjusted the amount owed to \$52,000 according to what was agreed upon as the highest bill BTMA could receive. The bill would have only been \$46,465.39 if the inflow read was used to calculate the bill. The inflow reads were about 900,000 gallons higher than the outflow reads between April and May. For the most part the two reads have been fairly close since the airport replaced the inflow meter several years ago. When the inflow reads are higher the BTMA % of usage is lower, thus the calculation of the bill is lower.

The high reads at the flow meter was lack of maintenance by the Miller employee at the time.

Solicitor suggested to pay the lower amount to keep consistent with the BTMA recalculations based on inflow.

**NEW BUSINESS** – Enersys EDU Charge – the calculations were given to the Board which seemed extremely off. After discussing the calculations and looking at the debt service, Office Admin. realized that the new amount taken on the refinance needs to be considered. She will recalculate and forward the numbers to the Board.

Mowing of high grass – BTMA is waiting for another quote, one quote was for \$800 to do the 4 PS that need it.

Ms. Pappas made a motion to accept the lower bid for the mowing of grass and scrubs. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Reed, and Ms. Pappas. Motion Carried.

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

Respectfully submitted,

Irene Reed. Secretary