

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes
Regular Meeting of Bern Township Municipal Authority
December 18, 2024

ATTENDEES: Jay Field, Treasurer; Fred Gurman, Chairman; Irene Reed, Secretary; Danielle Pappas, Asst. Secretary; Gloria Heffner, Asst. Treasurer; Solicitor, Dan Becker, Kozloff Stoudt; Kevin Conrad, Engineer, SSM Group

The meeting was called to order by Mr. Gurman, Chairman at 11:00 AM.

AGENDA AMENDMENTS: None.

EXECUTIVE SESSION: The board went into Executive Session at 11:12 AM and the meeting resumed at 11:16.

Ms. Reed made a motion to give 3% pay increases to the 4 staff members for 2025. Seconded by Ms. Pappas. VOTE: Yes – Mr. Field, Mr. Gurman, Ms. Heffner, Ms. Reed, Ms. Pappas. Motion Carried

PUBLIC COMMENT: William Bundy attended the meeting but did not speak. He was present to observe the process of the meeting.

MINUTES OF NOVEMBER 20TH, 2024: Ms. Reed made a motion to approve the monthly minutes of the November 20th, 2024 Meeting. Seconded by Ms. Pappas. Motion Carried.

TREASURER'S REPORT: Approval was needed for payment application #3 for \$172,154.29 to Barrasso Excavation, Inc. for the West Shore and Water District A pump station.

Mr. Gurman made a motion to pay the payment application #3 in the amount of \$172,154.29 to Barrasso Excavation Inc. Seconded by Ms. Reed. VOTE: Yes – Mr. Field, Mr. Gurman, Ms. Heffner, Ms. Reed, Ms. Pappas. Motion Carried

Mr. Field presented the water bill list for December in the amount of \$44,661.49 consisting of \$31,600.00 to WBWA; and \$8,975.78 to RAWA.

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

Mr. Field presented the sewer bill list for December in the amount of \$202,910.86 consisting of \$5,343.00 to Berks Co. for the quarterly T&T payment; \$172,154.29 to Barrasso for the payment application #3 for the pump stations; \$9,095.31 to SSM of which \$666.50 will be reimbursed by developers; \$4,295.78 to Envirep for the annual maint. agreement; \$1,822.06 to Miller Environmental for reg. billing and additional call outs and \$3,520.00 to LB Water for chemicals.

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

FINANCE COMMITTEE: Berks County Water & Sewer Assoc. – Membership is \$200.00 for 2025. It was noted that we were not charged for 2024.

Mr. Gurman made a motion to approve the \$200.00 membership renewal to Berks County Water & Sewer Assoc. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Heffner, Ms. Reed, Ms. Pappas. Motion Carried.

Mr. Field recommends paying off the sewer loan at Truist Bank in September, 2025 to save on interest and clear the authority of all debts. This will be discussed further at a future meeting.

Mr. Field recommended using the reimbursement from the grant for the pump station project to purchase a CD before the interest rates fall even lower. In 2024, with all the sewer and water CD's, BTMA received \$85,028.47 in interest.

Mr. Field believes BTMA should not increase the water rates until we can review the increased income from Berks County's water billing. Berks County's rate will increase due to the increase in WBWA's rates to BTMA. This may be discussed further.

PROJECT COMMITTEE: RRAA – Tenant Advisory Committee Report – Nothing new.

PERSONNEL: None

ENGINEER: Pump Stations Update – Mr. Conrad mentioned the pump stations are at substantial completion. One of the pump stations has been up and running since December 12th, 2024 at Leiscz's Bridge Road and 222. The 2nd West Shore pump station should be up and running January 2nd, 2025. It was suggested the pump stations be numbered like the other pump stations. The office staff will investigate what number should be assigned to each new pump station and inform SSM. The Leiscz's Bridge Rd. meter is in good condition and can be used at the Greenfields flow meter if it ever needs to be replaced. It will be stored until needed.

C&B Development Project – SSM has reviewed the Sewer Facilities Planning Module exemption certificate and C&B Development is requesting 27 EDU's, of which 15 will be from BTMA and 12 from Greater Berks Development Fund. SSM stated that BTMA has enough capacity for the requested EDU's.

Penske Training Facility (Hartman South) – SSM and Miller Environmental performed an inspection of the Hospital's Pump Station on December 9, 2024. No major problems were observed, however, some minor issues need to be resolved prior to dedication. SSM has been in contact with the company that performed maintenance on the pump station over the years and they will provide their records to SSM.

Valve Vault for Bern West Ridge P.S. – Nothing new.

Penske Collison Repair – SSM is scheduling a flow test of the water system on December 20, 2024, however, depending on the weather conditions, the test could be pushed back to sometime after January 1st, 2025.

Ms. Reed made a motion to approve the flow test at Penske Collison Repair. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Heffner, Ms. Reed, Ms. Pappas. Motion Carried.

Reitnouer Property on Stinson – Nothing new.

SOLICITOR'S REPORT: LBA Agreement –The BTMA group met at the Kozloff Stoudt offices and started to review the agreement line by line. Another meeting will be scheduled after January 20th, 2025 to finish the review.

Bethany Romanian Church Sewer Abandonment Agreement – The signed agreement by Bethany Romanian Church was received and awaiting signature from BTMA.

Mr. Gurman made a motion to approve the signed agreement between both parties where Bethany Romanian Church returns their EDU to BTMA. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Heffner, Ms. Reed, Ms. Pappas. Motion Carried.

OLD BUSINESS: None.

NEW BUSINESS: Fisher's Rental – Fisher had some leaks and other issues during 2024 that have now been addressed and fixed. Their normal consumption is below the capacity they have already purchased. Approval is needed to revisit consumption for EDU analysis in 6 months.

Ms. Reed made a motion to revisit consumption for EDU analysis in 6 months. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Heffner, Ms. Reed, Ms. Pappas. Motion Carried.

Mr. Gurman made a motion to adjourn the meeting at 12:00 PM. Seconded by Ms. Reed. Motion Carried.

Respectfully Submitted,

Irene Reed
Secretary