

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

April 24, 2024

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

The meeting was called to order by Mr. Koch at 11:04 AM.

AGENDA AMENDMENTS: Mr. Conrad noted that the Valve Vault at the Bern West Ridge pump station needs to be replaced before the new flow meter is installed. Mr. Conrad would like to advertise and put the valve vault out to bid as the project will cost more than \$30,000. Approval for the final quote will be voted on at a later meeting.

Ms. Reed made a motion to approve Mr. Conrad to send the valve vault for Bern West Ridge out to bid. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Mr. Field noted that a CD with Charles Schwab is coming due on April 25th, 2024. It was suggested to reinvest in a new CD before the interest rates go below 5%.

Mr. Koch made a motion to buy a \$240,000 CD on the water side with no less than a 5% rate. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

EXECUTIVE SESSION: None.

PUBLIC COMMENT: Chris Herr of Maillie LLC, BTMA's auditor, presented an overview of the completed 2023 audit of BTMA's accounts. The audit opinion is based on GAAP, both the water and sewer sides are financially sound.

On the sewer side the operating income was down due to a sinkhole in the West Shore development in July 2023. On the water side the operating income was up due to higher water consumption.

Mr. Maillie commented that the audit went well with the cooperation of the BTMA staff.

MINUTES OF MARCH 27TH, 2024: Ms. Reed made a motion to approve the monthly minutes of the March 27th, 2024 Meeting. Seconded by Ms. Reed. Motion Carried.

TREASURER'S REPORT: Mr. Field presented the water bill list for April in the amount of \$47,199.66 consisting of \$31,600.00 to WBWA; \$3,399.60 to PIRMA for the insurance renewals; and \$7,598.26 to RAWA.

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

Mr. Field presented the sewer bill list for April in the amount of \$161,606.03 consisting of \$40,184.83 to the City of Reading for the quarterly T&T payment; \$5,061.14 to SSM, of which \$578.64 will be reimbursed by developers; \$7,932.40 to PIRMA for the yearly insurance renewals; \$3,152.22 to GenServe for replacement of the thermostat and radiator on pump station 2; \$52,000.00 to RRAA for the quarterly T&T payment; and \$46,000.00 to Leesport Boro. Authority for the partial payment for the recent aeration upgrades.

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

FINANCE COMMITTEE: Bern Twp. Loan – Mr. Field mentioned that the funds for the loan in the amount of \$800,000 will be taken from BTMA's ICS account and BTMA's office staff will keep track of, and record loan payments made by Bern Twp. The money will be needed by Bern Twp. at the end of April. Office Admin. will move the money on April 29th, 2024 to the account designated by Bern Twp.

Mr. Field made a motion to transfer \$800,000 on April 29th, 2024 to the account designated for the Bern Twp. loan. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Pappas, Ms. Reed – Abstained. Motion Carried.

PROJECT COMMITTEE: RRAA – Tenant Advisory Committee Report – The new location for the board meetings to be held beginning in July and continued there until construction is completed at the Bern Twp. building was discussed. The board decided to use the Secure Passenger Boarding Lounge at the airport.

PERSONNEL: Mr. Koch announced that he will be resigning as Chairman as he will be moving out of Bern Twp. His last board meeting will be on May 22nd, 2024. Bern Twp. will be discussing a replacement for Chairman at the May board meeting.

ENGINEER: Pump Stations Update – Mr. Conrad mentioned that the pump stations have been ordered but their arrival is still a number of weeks out. Barrasso, the contractor, will be contacted once they are received and the work hopefully will begin in August or September.

DEP Project for Lead Pipe Analysis – Mr. Conrad did not receive a price for the vacuum excavator in time for the board meeting. The West Shore development has been verified and cleared of lead pipes, however, residences in the Willows and Water District A & B sections still need to be confirmed. Mr. Conrad is working with BTMA's field tech., to clear homes as he changes out their water meters. Using these processes, only a small number of homes may require use of the vacuum excavator.

C&B Development Project –SSM has done a second review of plans and provided comments to the developer on the needed changes to the planning module. Those changes were made and C&B's Engineer, Dynamic Engineering Consultants, will submit them to the Bern Twp. Planning Commission.

Penske Training Facility– SSM received a revised plan as well as the construction escrow for this development. Construction escrow will be assigned to Bern Township. The construction plans will be reviewed for the existing pump station located at the Hospital along with the plans for the easements of the new sewer main as well as the existing sewer main.

SOLICITOR'S REPORT: Atty. Hartman requested BTMA pay the final payment in full of the agreed upon \$92,593.06 by June 18th, 2024 for the aeration system upgrades to the LBA plant or legal action will be taken and other imposed fees will be added on for additional costs of the upgrades. The board members decided to make the final payment to LBA in the amount of \$46,593.06 by the June 18th deadline in hopes that a new, fair and equitable agreement between BTMA and LBA regarding future upgrades will be signed.

Mr. Koch made a motion to make a final payment to LBA in the amount of \$46,593.06 by the June 18th, 2024 deadline with good faith that a new, signed equitable agreement to follow. Seconded by Mr. Gurman. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

OLD BUSINESS: None.

NEW BUSINESS: GenServe Power Maintenance Agreement - Approval of quote for the annual maintenance of the pump stations, the quoted price is \$2,930.00, an \$84.00 increase from last year.

Mr. Field made a motion to renew the annual GenServe Maintenance Agreement for \$2,930.00. Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Fire Hydrants out of service in West Shore – A quote was received for the tool needed to repair the fire hydrants for more than \$11,000. RAWA will be purchasing the tool in the near future and has agreed to allow BTMA to use for the needed repairs. The board decided to wait for RAWA to loan the tool to BTMA. The Greenfields Fire Co. is aware of the two hydrants out of service and know they can connect to other hydrants close by if there would be a need.

Computer Security - SonicWall sent a preliminary quote for approval of a 3-year license as BTMA's current coverage will be expiring in May. Price should not exceed \$1,315.00 and could potentially be discounted even more when purchased from a SonicWall reseller. Office Admin. should be receiving a final quote in the next few

days from BTMA's computer tech. to renew. If the quote is more than \$1,315.00, the board will need to approve the new amount at the board meeting in May.

Ms. Reed made a motion to approve the 3-year SonicWall price quote for no more than \$1,315.00. Seconded by Mr. Koch. **VOTE:** Yes – Mr. Field, Mr. Koch, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Mr. Koch made a motion to adjourn the meeting at 12:39 PM. Seconded by Ms. Pappas. Motion Carried.

Respectfully Submitted,

Irene Reed
Asst. Secretary