

**A REGULAR MEETING
BERKS-MONTGOMERY MUNICIPAL AUTHORITY
JANUARY 28, 2019**

A Regular Meeting was held at the Administration Building on January 28, 2019 at 7:00 PM, EST, with the following members present:

A. Stauffer	M. Toepel
S. Carpenter	P. Donovan
D. Biehl	K. Corson

Also present:

J. Karver	G. Moser
G. Unger	L. Christy
K. Showalter	C. Leister

REORGANIZATION MEETING:

Ms. Leister read the slate of officers to serve in 2019 as follows:

Chairman	-	Sara E. Carpenter
Vice Chairman	-	David A. Biehl
Secretary	-	Mark A. Toepel
Asst. Secretary	-	Patrick R. Donovan
Treasurer	-	Keith L. Corson
Asst. Treasurer	-	Allen G. Stauffer

Upon a motion by Mr. Stauffer, seconded by Mr. Biehl, and unanimously adopted, it was:

RESOLVED: The slate of officers was duly elected by ballot with each member abstaining from voting for their own office.

Ms. Carpenter presided.

Upon a motion by Mr. Toepel, seconded by Mr. Donovan, and unanimously adopted, it was:

RESOLVED: That Boyd & Karver be appointed to serve as legal counsel during 2019.

Upon a motion by Mr. Corson, seconded by Mr. Toepel, and unanimously adopted, it was:

RESOLVED: That Systems Design Engineering, Inc. (SDE) be appointed to serve as consulting engineering firm during 2019.

Upon a motion by Mr. Biehl, seconded by Mr. Stauffer, and unanimously adopted, it was:

RESOLVED: That BB&T be appointed to serve as primary bank during 2019.

Upon a motion by Mr. Corson, seconded by Mr. Donovan, and unanimously adopted, it was:

RESOLVED: That the Board authorize the Authority Manager to pay wages to employees in accordance with the approved salaries and policy.

Upon a motion by Mr. Biehl, seconded by Mr. Stauffer, and unanimously adopted, it was:

RESOLVED: That emergency purchasing limits for 2019 are set as follows:

Authority Manager	-	\$4,000.00
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Upon a motion by Mr. Biehl, seconded by Mr. Stauffer and unanimously adopted, it was resolved to approve the minutes of the meeting held December 18, 2018.

PUBLIC COMMENT:

There was no public comment.

PLANT REPORT:

Mr. Christy presented the Plant Report.

Mr. Christy reported the water back flow preventers at pump stations 4, 5 and 8 were inspected and all passed.

Mr. Christy reported Evoqua was onsite for two days for CoMag plant and process evaluation.

OFFICE REPORT:

Ms. Leister presented the Office Report.

AUTHORITY MANAGER REPORT:

Mr. Moser presented the Authority Manager Report.

Mr. Moser recommended the Board approve the updated IRS standard mileage rate for use of a personal vehicle of \$.58 per mile for 2019. A resolution is required.

Mr. Moser presented a revised fee schedule for 2019. Changes were requested by the Solicitor to distinguish between two categories of Sewer Service Agreements, those with more than 5 lots or land development - \$1,500 and those with 5 lots or less - \$1,000. A resolution is required.

Mr. Moser reported the executed Bill of Sale for the 176 Smith Road connection has been received and dedication of the line is required. A resolution is required.

Mr. Moser reported a subdivision is planned to divide a vacant property at the edge of Boyertown on Highland Avenue into two lots. It is proposed that Lot #2, which is in both Douglass Township and Boyertown, be connected to BMMA since the topography provides a gravity flow to the BMMA system. This can be accomplished with a one page agreement with the Borough of Boyertown. A resolution is required to approve a connection.

Mr. Moser reported a meeting is planned for February or March to address the Congo Road bridge replacement project and utility relocations. Mr. Moser and Mr. Showalter will attend the meeting.

Mr. Moser reported Mr. John Atkinson expressed a possible interest in participating in the study for increasing capacity at the Morysville plant for the Douglass Berks sewer requirements analysis. However, according to Mr. Tom Unger, it appears the current assessment of the Douglass Berks needs is that only the portion that can flow by gravity to the BMMA system in Englesville would come to BMMA. The remaining flow will be sent to the Pottstown Treatment Plant through the Upper Pottsgrove collection system.

REPORTS OF OFFICERS & COMMITTEES:

SECRETARY:

Mr. Toepel reviewed the list of correspondence.

SOLICITOR:

Mr. Karver reported Mr. Rosen is negotiating with the contractor on the construction costs required to determine the financial security amount for the Zern tract interceptor line agreement and sewer service agreement.

TREASURER:

No report.

ENGINEER:

Mr. Showalter presented the Engineers report.

Mr. Showalter requested authorization for SDE to prepare Chapter 94 Reports as required by DEP. Reports for Swamp Creek and Morysville will be presented for review at the February 25, 2019 Board meeting and must be submitted to DEP by March 31, 2019. A resolution is required.

Mr. Unger reviewed the findings from the CoMag evaluation by Evoqua. The following recommendations were made in an attempt to resolve the issue that is causing the WET test failures: 1) continue using the same polymer, maybe switch to dry base polymer in the future; 2) evaluate how much polymer is being used; 3) add suspended solids to the process; 4) correct a programming error, made by Evoqua, in the algorithm which is causing an incorrect dosage of alum.

WET tests are postponed until Evoqua corrects #4. They are scheduled to be onsite the week of February 11 to make the correction. After 2 – 3 weeks of various flow rates and testing after the issue has been corrected, we will schedule a WET test.

RESOLUTIONS & DISCUSSIONS:

Upon a motion by Mr. Donovan, seconded by Mr. Stauffer, and unanimously adopted, it was:

RESOLVED: That the Board approves the updated IRS standard mileage rate for use of a personal vehicle of \$.58 per mile for 2019.

Upon a motion by Mr. Biehl, seconded by Mr. Stauffer and unanimously adopted, it was:

RESOLVED: That the Board approves the proposed fee schedule for 2019.

Upon a motion by Mr. Toepel, seconded by Mr. Corson, and unanimously adopted, it was:

RESOLVED: That the Board accepts the Bill of Sale for the 176 Smith Road connection to dedicate the line to BMMA.

Upon a motion by Mr. Stauffer, seconded by Mr. Biehl, and unanimously adopted, it was:

RESOLVED: That the Board approves a connection for Lot #2 of the proposed subdivision on Highland Avenue.

Upon a motion by Mr. Corson, seconded by Mr. Stauffer, and unanimously adopted, it was:

RESOLVED: That the Board authorizes SDE to prepare Chapter 94 Reports as required by DEP.

Upon a motion by Mr. Biehl, seconded by Mr. Stauffer, and unanimously adopted, it was:

RESOLVED: That the Board authorizes the payment of the bills as listed in these minutes.

The meeting was recessed at 8:00 PM to the Employee Pension Trust meeting.

The meeting was reconvened at 8:03 PM and adjourned at 8:03 PM to executive session.

Respectfully submitted,

Christine L. Leister