

**A REGULAR MEETING  
BERKS-MONTGOMERY MUNICIPAL AUTHORITY  
APRIL 22, 2019**

A Regular Meeting was held at the Administration Building on April 22, 2019 at 7:00 PM, EDT, with the following members present:

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

Also present:

M. Doll	L. Christy
K. Showalter	C. Leister
G. Moser	

Upon a motion by Mr. Stauffer, seconded by Mr. Donovan and unanimously adopted, it was resolved to approve the minutes of the meeting held March 25, 2019.

**PUBLIC COMMENT:**

David Coult of Milestone Financial provided an update on the BMMA 457 Retirement Plan. He reported the current Investment Policy Statement is 10 years old and needs to be updated. A resolution is required.

He also reported on the annual meeting with employees and discussed the process used to evaluate the investments available in the plan. Based upon the evaluation procedure, he recommends replacing the Franklin Mutual Global Discovery Fund, A with the American Funds New Perspective Fund, R6. In addition, he recommends adding new "Target Date" funds (Fidelity Advisor Freedom 2045, 2050, 2055 and 2060+ Funds) to accommodate younger workers that will retire with dates that are further into the future. A resolution is required.

**PLANT REPORT:**

Mr. Christy presented the Plant Report.

The next WET test is scheduled for the week of June 3, 2019.

Boyertown Sanitary Disposal discharged 63,773 gallons to BMMA from April 1 through April 5, 2019.

In February, the West Swamp Creek plant exceeded the permit limit for monthly average of Aluminum. In March and so far in April levels have been below the limit so no action is needed at this time.

Continuing I/I work to locate the cause of high flows at the Morysville plant.

**OFFICE REPORT:**

Ms. Leister presented the Office Report.

**AUTHORITY MANAGER REPORT:**

Mr. Moser presented the Authority Manager Report.

Mr. Moser reported the sludge hauling contract expires October 1, 2019. He requested that SDE be authorized to prepare a bid package for sludge hauling. A resolution is required.

Mr. Moser reported the policy adopted by BMMA for records retention in accordance with the Municipal Records Manual requires that disposing of records requires approval prior to disposition. The records listed

in Resolution No. 2019-4 will be shredded following the approval of disposition. A resolution authorizing the disposal of records is required.

Mr. Moser reported the Bill of Sale for 31 Park Lane has been signed and the new service line must be dedicated to the BMMA system. A resolution is required.

Mr. Moser reported the Bill of Sale for 372-400 Sweinhart Road has been signed and the new service line must be dedicated to the BMMA system. A resolution is required.

Mr. Moser reported the Call Request letter was sent to the Bond Trustee to call the highest rate 2014 bonds (December 1, 2030 through December 1, 2033) effective June 1.

Mr. Moser provided an update on responses received to the annual usage review for commercial properties since the last meeting.

Account Z281 – WAWA, 1111 Grosser Rd. needs 2 EDU's – awaiting payment

Account Z283 – Kencrest Services, 397 Estate Rd. needs 1 EDU – payment received

Mr. Moser and Mr. Christy met with representatives from Keystone Engineering Group to obtain guidance and discuss future plans regarding our alarm/communications system. Keystone submitted a proposal to provide a Preliminary Engineering Report at a cost of \$8,500. Mr. Moser is recommending we accept the proposal and proceed with the project to allow for development of a future plan on upgrades to our alarm and communication systems as well as providing a long range plan for SCADA. A resolution is required.

Mr. Moser reported restoration work for the Grosser Road Sewer Replacement project was completed April 2. SDE will be presenting the final payment application for \$34,570.75 and is included in the list of bills.

Mr. Moser reported repairs were made to the sewer line at The Preserve at Montgomery (formerly Douglass Estates). The lines are scheduled to be flushed and televised as requested in SDE's letter.

Mr. Moser provided an update on I & I activities. Major leaks were identified on Oak Street, letters were mailed to 7 homeowners requesting repairs be made to the building sewers. 3 homeowners have grouped and are pressing Met-Ed with a claim suggesting that Met-Ed's new line installation was the cause of the crack in their laterals.

#### REPORTS OF OFFICERS & COMMITTEES:

##### SECRETARY:

Mr. Toepel reviewed the list of correspondence.

##### SOLICITOR:

Mr. Doll had no report.

##### TREASURER:

No report.

##### ENGINEER:

Mr. Showalter presented the Engineers report.

Mr. Showalter requested approval of the Grosser Road Sewer Replacement project Change Order #1. It reflects the final contract price of \$615,415.00, reducing the project cost by \$17,534.00. A resolution is required.

Mr. Showalter reported the resident at 1210 Grosser Rd. voiced concern over issues with leaking sewer and problems it caused for his dog.

Mr. Showalter reported a dig-up repair of the sanitary sewer line at The Preserve at Montgomery (formerly Douglass Estates) between MH 20 and MH 26 was completed by the developer's contractor. Follow-up television inspection of lines after cleaning was scheduled for April 17.

Mr. Showalter reported design plans and bid documents have been prepared for the 2019 Sanitary Sewer Repair and Lateral Replacement Project. Bids are scheduled to be received on May 23 and will be reviewed at the May 28, 2019 meeting. Work will be done during the summer.

RESOLUTIONS & DISCUSSIONS:

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

RESOLVED: That the Board approves updating BMMA's 457 Retirement Plan Investment Policy Statement.

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

RESOLVED: That the Board approves replacing the Franklin Mutual Global Discovery Fund, A with the American Funds New Perspective Fund, R6 and adding the Fidelity Advisor Freedom 2045, 2050, 2055 and 2060+ Funds to BMMA's 457 Retirement Plan.

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

RESOLVED: That the Board authorizes SDE to prepare a bid package for sludge hauling.

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

RESOLVED: That the Board authorizes disposal of the records listed in Resolution 2019-4.

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

RESOLVED: That the Board authorizes the acceptance of the deed of dedication for 31 Park Lane.

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

RESOLVED: That the Board authorizes the acceptance of the deed of dedication for 372-400 Sweinhart Rd.

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

RESOLVED: That the Board authorizes the proposal by Keystone Engineering for a SCADA Preliminary Engineering Report at a cost of \$8,500.

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

RESOLVED: That the Board approves the Grosser Road Sewer Replacement project Change Order #1 for a final contract price of \$615,415.00, reducing the project cost by \$17,534.00.

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

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

The meeting was adjourned at 7:57 PM.

Respectfully submitted,

Christine L. Leister