

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

A Regular Meeting was held at the Administration Building on October 28, 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:	J. Karver	G. Moser
	G. Unger	L. Christy
	K. Showalter	C. Leister

Upon a motion by Mr. Biehl, seconded by Mr. Toepel and unanimously adopted, it was resolved to approve the minutes of the meeting held September 23, 2019.

PUBLIC COMMENT:

There was no public comment.

PLANT REPORT:

Mr. Christy presented the Plant Report. He reported on several maintenance items.

Mr. Christy reported DEP conducted an onsite inspection at the Swamp Creek plant and no violations were found.

Mr. Christy reported we passed the September WET test. The next test is scheduled for December 2019.

OFFICE REPORT:

Ms. Leister presented the Office Report.

AUTHORITY MANAGER REPORT:

Mr. Moser presented the Authority Manager Report.

Mr. Moser presented a revised draft of the sewer rental rate increase notice for final approval. The proposed 4% rate increase per EDU per year (\$500 to \$520) would be effective January 1, 2020. A resolution is required.

Mr. Moser presented a recommendation to institute a \$40 fee for posting a water termination notice. The fee will cover our costs for posting the notice and is meant to encourage customers to respond to previous collection attempts. A resolution is required.

Mr. Moser reported BMMA has been approached about lease of land for placement of a cell tower. The Board authorized Mr. Moser to proceed with negotiations provided the rates are in accordance with what other cell tower land leases are paying.

Mr. Moser reported we received the renewal notice for the employee health insurance plans. The rates for the upcoming year will decrease by 2.9%. The approved operating budget included a budget cost reflecting this decrease. Mr. Moser recommended renewing the same plans as last year, keeping the HMO plan as the default plan funded 100% by BMMA and offering the DPOS plan as an alternative with the employee contributing the cost difference between the HMO and DPOS plan. A resolution is required.

Mr. Moser stated updates are needed to the BMMA Employee Handbook to address existing health insurance benefits for active employees age 65 and over and for retirees. Mr. Moser presented proposed language to be added to the BMMA Employee Handbook addressing these two items. A resolution is required.

Mr. Moser reported the Knarr property at 30 Park Lane was connected to the sewer in September. A.D. Moyer Lumber is to be reimbursed for the special parts tapping fee of \$9,565 when 30 Park Lane is connected. A resolution is required.

Mr. Moser reported there are grants available for small projects to improve sanitary sewer systems and he discussed with SDE the possibility of submitting a request. Based on past experiences with grants, the Board recommended Mr. Moser speak with PA State Representative Marcy Toepel prior to moving forward.

Mr. Moser had further discussions with Mr. Scott Kramer of RBC regarding refinancing the 2014 and 2015 Bonds. Based on the analysis provided by RBC, we would realize a savings of approximately \$182,000 after expenses of \$50,000. BMMA would need to initiate action to obtain a Bond Rating by December. The rates would be locked in in January and settlement would be in March.

Mr. Moser provided an update on the infiltration in the Morysville collection system. The flows in Morysville have been low for the last two months as a result of the dry weather and due to the grouting and line repairs. The last lateral repair on S. Funk Road is scheduled to be replaced on October 29, 2019.

Mr. Moser reported plans have been received for a new development at 303 Gilbertsville Road. The plans show a proposed development of 16 homes with sewer going to Pump Station #2. The deposit has been received and SDE is reviewing the plans.

REPORTS OF OFFICERS & COMMITTEES:

SECRETARY:

Mr. Toepel reviewed the list of correspondence.

SOLICITOR:

Mr. Karver had no report.

TREASURER:

No report.

ENGINEER:

Mr. Showalter presented the Engineers report.

Mr. Showalter reported Escrow Release Request #3 for \$18,340.19 for Zern Tract Sanitary Sewer Interceptor improvements was received and reviewed by SDE and he is recommending release of the funds. A resolution is required.

Mr. Showalter reported a Bill of Sale for dedication of the Zern Tract line was prepared by the Solicitor. A resolution is required.

Mr. Showalter reported Escrow Release Request #1 for \$47,270.47 for Zern Tract Phase One was received and reviewed by SDE and he is recommending release of the funds. A resolution is required.

Mr. Showalter reported Payment Application #1 for \$127,525.15 for the 2019 Sanitary Sewer Repair project was received and reviewed by SDE and payment is included in the list of bills. SDE has prepared a Certificate of Substantial Completion along with a final punch list.

Mr. Showalter presented plans for Board of Standards approval for 21 Lane Road. The plans include seven future connections with a special parts tapping fee of \$3,823.75 for each connection. When the second connection is made, the line will be dedicated to BMMA. A resolution is required.

Mr. Unger reviewed the 20-Year Life Cycle Cost Analysis he created comparing anaerobic vs. aerobic sludge digestion. Mr. Unger is recommending BMMA continue operating with anaerobic, it has worked well for 60 years with very few odor complaints. After further discussion, the Board agreed. Mr. Moser requested authorization from the Board for SDE to develop plans and documents for bidding the Dystor maintenance project. A resolution is required.

At the conclusion of the Engineers report, Mr. Moser stated the Board has had a practice of allowing employees to leave at noon on the day before Thanksgiving, Christmas and New Year. These are not scheduled holidays. A resolution is required.

RESOLUTIONS & DISCUSSIONS:

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

RESOLVED: That the Board approves a sewer rental rate increase of 4% per EDU per year (\$500 to \$520) effective January 1, 2020.

5 Aye (Carpenter, Corson, Donovan, Stauffer, Toepel)

1 Nay (Biehl)

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

RESOLVED: That the Board approves charging a \$40 fee for posting a water termination notice beginning January 1, 2020.

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

RESOLVED: That the Board approves renewing the same employee health insurance plans as last year, keeping the HMO plan as the default plan funded 100% by BMMA and offering the DPOS plan as an alternative with the employee contributing the cost difference between the HMO and DPOS plan effective December 1, 2019.

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

RESOLVED: That the Board approves the proposed language to be added to the BMMA Employee Handbook as it relates to health insurance benefits for active employees age 65 and over and for retirees.

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

RESOLVED: That the Board approves reimbursing A.D. Moyer Lumber \$9,565 for the special parts tapping fee for the 30 Park Lane connection.

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

RESOLVED: That the Board approves Escrow Release Request #3 for \$18,340.19 for Zern Tract Sanitary Sewer Interceptor improvements.

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

RESOLVED: That the Board authorizes the acceptance of the deed of dedication for the Zern Tract line pending receipt of the signed Bill of Sale.

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

RESOLVED: That the Board approves Escrow Release Request #1 for \$47,270.47 for Zern Tract Phase One.

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

RESOLVED: That the Board authorizes Board of Standards approval for 21 Lane Road in Washington Township.

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

RESOLVED: That the Board authorizes SDE to develop plans and documents for bidding the Dystor maintenance project.

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

RESOLVED: That BMMA allow the employees to leave at noon the day before Thanksgiving, the day before Christmas, and the day before New Year in 2019.

Upon a motion by Mr. Toepel, seconded by Mr. Corson, 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 8:27 PM.

Respectfully submitted,

Christine L. Leister