

**A REGULAR MEETING
BERKS-MONTGOMERY MUNICIPAL AUTHORITY
NOVEMBER 25, 2019**

A Regular Meeting was held at the Administration Building on November 25, 2019 at 7:00 PM, EST, with the following members present:

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

Also present:

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

Mr. Donovan arrived at the meeting at 7:40 PM.

Upon a motion by Mr. Toepel, seconded by Mr. Stauffer and unanimously adopted, it was resolved to approve the minutes of the meeting held October 28, 2019.

PUBLIC COMMENT:

Allison Macchi from RBC Capital Markets attended the meeting to review the bond refunding proposal. A savings of approximately \$200,000 would be realized after fees and expenses. Further discussion by the Board will occur later in the meeting.

PLANT REPORT:

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

Mr. Christy reported the next WET test is scheduled to start December 2, 2019.

OFFICE REPORT:

Ms. Leister presented the Office Report.

Mr. Karver was directed to send a notice of intent to file Writ of Scire Facias to Mark Matyasovsky, 146-148 E. Chestnut St. Bechtelsville. Mr. Matyasovsky's delinquent account balance exceeds \$1,000.

AUTHORITY MANAGER REPORT:

Mr. Moser presented the Authority Manager Report.

Mr. Moser reported he requested a "best offer" regarding lease of land for placement of a cell tower but has not received a response.

Mr. Moser reported he contacted PA State Representative Marcy Toepel and based upon the feedback he received from the Commonwealth Financing Authority representative, he is proceeding with the grant request. Final submittal will need to be made by December 13. The proposed project will replace an existing clay line that provides sewer service to businesses and residents between Philadelphia Ave. and the Sweinhart/Jackson Road line. BMMA will be responsible for funding 15% (\$30,004) of the total project cost estimated at \$200,025. A resolution is required.

Mr. Moser reported our current insurance renewal is scheduled for December 31, 2019. A number of agencies were contacted that previously indicated an interest in providing a proposal. Pennsylvania Intergovernmental Risk Management Association (PIRMA) indicated they could not be competitive and declined to provide a proposal. Tompkins Insurance indicated they would submit a proposal by November

22, but it was not received in time for inclusion in the board package. Body-Borneman prepared an insurance proposal with a rate increase of 1.5% that includes pollution liability coverage which we currently do not have. Our rates would be reduced by approximately 1.6% without the pollution liability coverage. The Board decided we do not want pollution liability coverage. Our current comprehensive and collision deductible for all vehicles is \$250. The proposals received from Tompkins were higher than the Body-Borneman proposals and had different deductibles. The Board directed Mr. Moser to obtain rates with higher deductibles on vehicle coverage and review at the next meeting.

Mr. Moser reported the owner of 158 Buchert Road contacted him regarding a failing septic system. The home is for sale and he is interested in connecting to public sewer via a low pressure system. A deposit was received for the project.

Mr. Moser provided an update on the infiltration in the Morysville collection system. The lateral repair on S. Funk Road was completed on October 29 and 30. Due to temperature conditions, no grouting will be conducted until next spring.

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 #2 for \$65,618.84 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 preliminary plans for 303 and 335 Gilbertsville Road proposing 16 single family residential lots were received and reviewed. The draft review letter prepared by SDE was reviewed.

Mr. Showalter reported revised plans for the BASD Maintenance Building project were received and reviewed. The draft review letter prepared by SDE was reviewed. Discussion regarding the purchase of additional EDU's for this project and the BASD Athletic Fields project occurred. The Board stated additional EDU's do not need to be purchased, the BASD has unused EDU's that can be reallocated for these projects. SDE prepared a Written Certification form for approval and attachment to the DEP Planning Exemption Request. A resolution is required.

Mr. Showalter reported revised plans for the BASD Athletic Fields project were received and reviewed. SDE is preparing a review letter.

Mr. Showalter reported revised plans were received for Country View (formerly Hallowell Tract) proposing 92 lots to be completed in two phases. Phase One is 15 lots and Phase Two is 77 lots. The draft review letter prepared by SDE was reviewed.

Mr. Showalter reported Payment Application #2 for \$6,711.85 for the 2019 Sanitary Sewer Repair project was received and reviewed by SDE and payment is included in the list of bills. Mr. Showalter requested approval for Change Order #1. It reflects the final contract price of \$134,237.00, reducing the project cost by \$4,280.00. A resolution is required.

Mr. Showalter reported SDE met with two vendors, Evoqua and WesTech, regarding replacement of the digester cover. Both vendors stated they may provide prices through CoStars. SDE is proceeding to evaluate and obtain pricing.

At the conclusion of the Engineers report, the Board had further discussion to decide if BMMA should proceed with the bond refunding. Mr. Karver suggested the Board require a savings of at least \$175,000 in order to proceed. A resolution is required.

RESOLUTIONS & DISCUSSIONS:

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

RESOLVED: That the Board approves submission of the Grant Request and authorizes signing Resolution 2019-11.

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

RESOLVED: That the Board approves Escrow Release Request #2 for \$65,618.84 for Zern Tract Phase One.

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

RESOLVED: That the Board approves the Written Certification form for the DEP Planning Exemption Request for BASD maintenance building project.

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

RESOLVED: That the Board approves the 2019 Sanitary Sewer Repair project Change Order #1 for a final contract price of \$134,237.00, reducing the project cost by \$4,280.00.

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

RESOLVED: That the Board approves signing the engagement letter for the bond refunding proposal assuming a savings of at least \$175,000.

Upon a motion by Mr. Stauffer, 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 8:41 PM.

Respectfully submitted,

Christine L. Leister