

**A REGULAR MEETING  
BERKS-MONTGOMERY MUNICIPAL AUTHORITY  
DECEMBER 17, 2019**

A Regular Meeting was held at the Administration Building on December 17, 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
	G. Unger	C. Leister
	G. Moser	

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

**PUBLIC COMMENT:**

Allison Macchi from RBC Capital Markets attended the meeting to review the revised bond refunding proposal. Doug Rauch, bond counsel, attended the meeting to review the resolution. The Board approved moving forward with the bond refunding assuming a savings of at least \$180,000 is realized. A resolution is required.

**PLANT REPORT:**

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

Mr. Christy reported we have not received the results from the latest WET test.

**OFFICE REPORT:**

Ms. Leister presented the Office Report.

Severely delinquent account, Mark Matyasovsky 146-148 E. Chestnut St. Bechtelsville, made a partial payment of \$750 on December 2. A letter was mailed to Mr. Matyasovsky advising him that full payment of his account balance is required by March 31, 2020 or BMMA will proceed with the sheriff sale.

**AUTHORITY MANAGER REPORT:**

Mr. Moser presented the Authority Manager Report.

Mr. Moser presented a schedule of proposed meeting dates for 2020. Following discussion on the December meeting date, a schedule was accepted. The Regular Meeting of the Berks-Montgomery Municipal Authority will be held at the Administration Building, 136 Municipal Drive, Gilbertsville, PA, at 7:00 P.M. on the following dates in 2020: January 27<sup>th</sup>, February 24<sup>th</sup>, March 23<sup>rd</sup>, April 27<sup>th</sup>, May 26<sup>th</sup> (Tuesday), June 22<sup>nd</sup>, July 27<sup>th</sup>, August 24<sup>th</sup>, September 28<sup>th</sup>, October 26<sup>th</sup>, November 23<sup>rd</sup>, December 22<sup>nd</sup> (Tuesday). These meeting dates must be advertised. A resolution is required.

Mr. Moser reported the annual financial audit was completed in December by Akins Accounting. The Audit Report was included in the Board Package. Barbara Akins is available to review the annual financial audit with the Board during the February 2020 meeting. The Board had no major concerns with the audit and concluded there was no need for the auditor to attend the February meeting to review the audit.

Mr. Moser presented plans and requested Board of Standards approval for 158 Buchert Road, authorization to create the Sewer Service Agreement and approval of one EDU. Resolutions are required.

Mr. Moser reported the maintenance period for 1075-1081 W. Philadelphia Avenue expired in November 2019 and we are refunding the escrow balance of \$32,065.05. The check is included in the list of bills.

Mr. Moser reported he received a cell tower lease proposal of \$1,600 per month (\$19,200 per year). Based on information received regarding other cell tower lease agreements and Board input, Mr. Moser (with input from Mr. Karver) was directed to make a counter offer to include 25% of additional revenues for additions to the tower and a 3% increase per year on the lease.

Mr. Moser reported the PA Small Water and Sewer Project Grant package was submitted on December 6.

Mr. Moser received a revised proposal from Body-Borneman based on comprehensive and collision deductibles of \$500 and \$1,000. In addition, the Workers Compensation insurance premium was reduced by \$1,154. The Board decided the premium reduction for vehicle coverage is not substantial enough to make a change to the deductible so it will remain at \$250. The renewal premium is now \$45,676 reflecting a reduction of 4.1% over last year. Mr. Moser is recommending that we proceed with the proposal as written. A resolution is required.

Mr. Moser reported the flow at Morysville only increased 27% during a recent storm event.

REPORTS OF OFFICERS & COMMITTEES:

SECRETARY:

Mr. Toepel reviewed the list of correspondence.

SOLICITOR:

Mr. Karver had no report.

TREASURER:

No report.

ENGINEER:

Mr. Unger presented the Engineers report.

Mr. Unger reported both Evoqua and WesTech conducted their field survey for replacement of the digester cover, it was noted that cables do not need to be replaced. SDE is proceeding to evaluate and obtain pricing.

RESOLUTIONS & DISCUSSIONS:

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

RESOLVED: That the Board authorizes execution of the bond refinancing resolution with a net present value savings of \$180,000.

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

RESOLVED: That the proposed 2020 meeting dates be the dates selected in discussion and that the schedule is advertised as required.

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

RESOLVED: That the Board authorizes Board of Standards approval for 158 Buchert Road in Douglass Township.

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

RESOLVED: That the Board authorizes the Solicitor to create a Sewer Service Agreement for 158 Buchert Road in Douglass Township.

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

RESOLVED: That the Board approves 1 EDU for 158 Buchert Road in Douglass Township.

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

RESOLVED: That the Board accepts the insurance proposal for 2020 from Body-Borneman Associates Inc.

Upon a motion by Mr. Corson, seconded by Mr. Donovan, 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