

**A REGULAR MEETING
BERKS-MONTGOMERY MUNICIPAL AUTHORITY
APRIL 27, 2020**

A Regular Meeting was held via a Zoom video conference on April 27, 2020 at 7:00 PM EDT. Notice that the meeting was to be held electronically was advertised in The Mercury on April 18, 2020. The following members were present:

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

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

Upon a motion by Mr. Toepel, seconded by Ms. Carpenter with Mr. Biehl abstaining and unanimously adopted, it was resolved to approve the minutes of the meeting held February 24, 2020.

Upon a motion by Mr. Donovan, seconded by Mr. Stauffer and unanimously adopted, it was resolved to approve the March 23, 2020 meeting minutes and ratify the actions approved via email:

- Payment of the bills
- Escrow Release Request #4 for \$6,127.40 for Zern Tract Phase One
- Acceptance of the bid to supply alum during 2020-2021 for the low bid of \$367.98 per dry ton to USALCO

PUBLIC COMMENT:

There was no public comment.

PLANT REPORT:

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

In March the West Swamp Creek plant exceeded the permit limit for monthly average of Aluminum. A review of all process operations did not indicate any issues. So far in April levels have been below the limit so no action is needed at this time.

OFFICE REPORT:

Ms. Leister presented the Office Report.

AUTHORITY MANAGER REPORT:

Mr. Moser presented the Authority Manager Report.

Mr. Moser reported the Guidelines for Residential Grinder Pumps and Low Pressure Systems that were originally adopted on November 22, 2010 were recently revised by SDE. Mr. Moser is recommending the Board adopt the revised specifications. A resolution is required.

Due to the COVID-19 pandemic, Mr. Moser met with David Coult of Milestone Financial via an electronic meeting to review the BMMA 457 Retirement Plan. Based on the review, Mr. Coult is not recommending any changes at this time. Employees wishing to review their accounts with Mr. Coult were offered individual consultations by phone.

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

Account Z270 – McDevitt Realty, 429 Hoffmansville Rd. needs 1 EDU – requested monitoring.

Mr. Moser reported BMMA's 3 year natural gas contract is scheduled to terminate in September 2020 and he is currently reviewing renewal options. The Board is in favor of another 3 year contract due to fuel prices being low.

Mr. Moser reported the following due to the COVID-19 pandemic and each should be ratified at this meeting:

1. A plan to adjust the staffing schedule due to the COVID-19 pandemic was presented to and approved by the Board via email in March. A resolution is required.
2. In accordance with the guidelines provided by PMAA and other authorities, BMMA did not post water shut off notices for the 1st quarter billing scheduled for March 16. A resolution is required.
3. BMMA will not assess late fees and will not post water shut off notices for the 2nd quarter billing period. In addition, the Reminder Notice must be revised in order to reflect these changes. Mr. Moser included a draft of the Reminder Notice for review. A resolution is required.

Mr. Moser reported the property owner at 48 Ironstone Drive has a leaking building sewer that is contributing significantly to the Morysville flow. Mr. Ellis was sent a 90 day notice on March 3 to repair the problem and has obtained proposals for the repair (low bid \$3,100.54). He is currently unemployed due to the COVID-19 pandemic and has requested BMMA finance the repair. He has agreed to reimburse BMMA for the cost of the repair and will sign a payment plan agreement. He will pay BMMA \$200 per month for 15 months starting the first full month after he returns to his job. A resolution is required.

Mr. Moser reported there is a massive erosion at MH 96, SDE has surveyed the area and is developing a repair plan. Mr. Moser sent a letter to the property owner but has not received a response yet.

Mr. Moser reported D R Horton Builders requested to have a study performed on the cost of an expansion of the Morysville plant to provide capacity for the proposed Mountain View project (approximately 350 EDU's). They are interested in purchasing the property and would like to have an understanding of the sanitary sewer cost for this development. They requested an estimate of the cost of the study. SDE estimated the cost of the study at \$17,500. A resolution is required.

Mr. Moser reported the slip lining of the Farmington Avenue lateral leak reduced the flow somewhat but due to volume of flow and water conditions the lining was not successful. SDE obtained quotes for a dig-up replacement of this section of the line on Farmington Avenue. The low bid received was \$12,905 from M & A Excavating. A resolution is required.

Mr. Moser reported the property owner of 538 Congo Road requested an EDU and submitted an Application for Sanitary Sewer Service. SDE will be recommending Board of Standards approval of the plan. A resolution is required.

REPORTS OF OFFICERS & COMMITTEES:

SECRETARY:

Mr. Donovan reviewed the list of correspondence.

SOLICITOR:

Mr. Karver had no report.

TREASURER:

No report.

ENGINEER:

Mr. Showalter presented the Engineers report.

Mr. Showalter is recommending Board of Standards approval of the plan for 538 Congo Road and authorization for the Solicitor to prepare a Sewer Service Agreement. A resolution is required.

Mr. Showalter is recommending Board of Standards approval of the plan for the Boyertown Area School District Athletic Modernization project. A resolution is required.

Mr. Showalter is recommending Board of Standards approval of the plan for the Boyertown Area School District Maintenance Building project. A resolution is required.

Mr. Showalter reported revised plans for Country View (formerly Hallowell Tract) were received and reviewed by SDE draft letter.

Mr. Unger reported proposals were received from Evoqua and WesTech to replace the digester cover. Evoqua's bid was \$297,318 and WesTech's bid was \$195,235. The plan is to proceed with the project after BMMA plant staff resumes their normal work schedule.

Mr. Unger requested the BMMA Board consider moving forward with a GIS system. SDE anticipates having resources available in the summer. Mr. Unger will have more information available at the next meeting.

RESOLUTIONS & DISCUSSIONS:

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

RESOLVED: That the Board adopts the revised Guidelines for Residential Grinder Pumps and Low Pressure Systems dated February 2020.

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

RESOLVED: That the Board authorizes monitoring for McDevitt Realty who exceeded their 2019 consumption level and requested monitoring.

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

RESOLVED: That the Board approved adjustments to the staffing schedule due to the COVID-19 pandemic as presented in the March email from Mr. Moser.

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

RESOLVED: That the Board approved not posting water shut off notices on March 16 due to the COVID-19 pandemic.

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

RESOLVED: That the Board approves for the 2nd quarter billing period not assessing late fees, not posting water shut off notices and revisions to the Reminder Notice as reflected in the draft document due to the COVID-19 pandemic.

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

RESOLVED: That the Board approves a payment plan agreement for the property owner at 48 Ironstone Drive to reimburse BMMA \$3,100.54 to repair a leaking building sewer that is contributing significantly to the Morysville flow.

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

RESOLVED: That the Board authorizes sending a proposal to D R Horton Builders with the cost of the Mountain View study of \$17,500.

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

RESOLVED: That the Board approves proceeding with the bid of \$12,905 to M & A Excavating for a dig-up replacement to repair the leaking lateral on Farmington Avenue.

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

RESOLVED: That the Board approves 1 EDU for 538 Congo Road.

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

RESOLVED: That the Board authorizes Board of Standards approval and authorizes the Solicitor to prepare a Sewer Service Agreement for 538 Congo Road.

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

RESOLVED: That the Board authorizes Board of Standards approval and authorizes the Solicitor to prepare a Sewer Service Agreement for the Boyertown Area School District Athletic Modernization project.

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

RESOLVED: That the Board authorizes Board of Standards approval and authorizes the Solicitor to prepare a Sewer Service Agreement for the Boyertown Area School District Maintenance Building project.

Upon a motion by Ms. Carpenter, 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 8:17 PM.

Respectfully submitted,

Christine L. Leister