

**A REGULAR MEETING
BERKS-MONTGOMERY MUNICIPAL AUTHORITY
MAY 26, 2020**

A Regular Meeting was held via a Zoom video conference on May 26, 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	L. Christy
	G. Unger	C. Leister
	G. Moser	

Upon a motion by Ms. Carpenter, seconded by Mr. Toepel and unanimously adopted, it was resolved to approve the minutes of the meeting held April 27, 2020.

PUBLIC COMMENT:

There was no public comment.

PLANT REPORT:

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

OFFICE REPORT:

Ms. Leister presented the Office Report. Due to the COVID-19 pandemic, revised Reminder Notices were mailed to all past due accounts with a balance of \$130 or more.

AUTHORITY MANAGER REPORT:

Mr. Moser presented the Authority Manager Report.

Mr. Moser reported Mr. Mahlon Moyer of 1135 Mega Lane contacted him regarding connecting to the sewer system and is requesting one EDU. He will be submitting an Application for Sanitary Sewer Service in the near future. A resolution is required.

Mr. Moser reported SDE prepared a proposal for the GIS project following the discussion at the April 27, 2020 meeting. The plan authorizes spending no more than \$75,000 for the project, \$25,000 in fiscal year 2020 and \$25,000 in fiscal year 2021. The Board authorized proceeding based upon an email response and should be ratified at this meeting. A resolution is required.

Mr. Moser reviewed the natural gas bids received from EMEX. The current price from UGI is \$.4802 per 100 cubic feet. The lowest bids received per 100 cubic feet were from Direct Energy, \$.4374 for a 4 year contract and \$.4391 for a 3 year contract. After further discussion, the Board accepted the bid for the 4 year contract. A resolution is required.

Mr. Moser reported the plan is to have BMMA staff return to their normal work schedule beginning June 1, 2020 with the understanding that COVID-19 guidance issued by the state and government must be adhered to. A resolution is required.

Mr. Moser reported the payment plan agreement was signed and the repair has been authorized for the leaking building sewer at 48 Ironstone Drive.

Mr. Moser reported the proposal of the cost estimate for the Mountain View study was provided to D R Horton Builders. They have indicated they are not moving forward with the study at this time.

Mr. Moser reported the Farmington Avenue lateral leak repair by M & A Excavating was completed on May 26, 2020.

Mr. Moser reported the BASD Maintenance Building project was put on hold by the school district.

Mr. Moser reported SDE is recommending approval of Escrow Release Request #5 for \$8,489.89 for Zern Tract Phase One. A resolution is required.

Mr. Moser reported there will be no premium increase for the life, AD&D and disability insurance policy renewal from Hartford.

REPORTS OF OFFICERS & COMMITTEES:

SECRETARY:

Mr. Donovan reviewed the list of correspondence.

SOLICITOR:

Mr. Karver had no report.

TREASURER:

No report.

ENGINEER:

Mr. Unger presented the Engineers report.

Mr. Unger is recommending the Board accept the \$195,235 bid from WesTech to replace the digester cover. The bid consists of approximately \$125,000 of material and \$70,000 of labor. BMMA would be required to pay for the cost of the materials if we delay the installation. SDE cost will add approximately \$3,000. Mr. Moser reported this item is in the 2020 budget. A resolution is required.

Mr. Unger discussed the GIS project. The software includes two licenses, one to run on a desktop computer and one to run on a laptop. Mr. Unger estimates by the end of our 2020 fiscal year we will have an operating system with 75-80% of existing maps and almost all maps by the end of the 2020 calendar year. SDE will provide a monthly progress report.

RESOLUTIONS & DISCUSSIONS:

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

RESOLVED: That the Board approves 1 EDU for 1135 Mega Lane.

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

RESOLVED: That the Board approved proceeding with the GIS project as presented in the email from Mr. Moser.

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

RESOLVED: That the Board accepts the 4 year contract natural gas bid of \$.4374 per 100 cubic feet and authorizes signing the contract.

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

RESOLVED: That the Board approves returning to the normal work schedule for BMMA staff beginning June 1, 2020 provided COVID-19 guidance issued by the state and government is adhered to.

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

RESOLVED: That the Board approves Escrow Release Request #5 for \$8,489.89 for Zern Tract Phase One.

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

RESOLVED: That the Board accepts WesTech's bid of \$195,235 to replace the digester cover.

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 7:55 PM.

Respectfully submitted,

Christine L. Leister