

**A REGULAR MEETING  
BERKS-MONTGOMERY MUNICIPAL AUTHORITY  
NOVEMBER 23, 2020**

A Regular Meeting was held via a Zoom video conference on November 23, 2020 at 7:00 PM EST. Notice that the meeting was to be held electronically was advertised in The Mercury on November 14, 2020. The following members were present:

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

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

Upon a motion by Ms. Carpenter, seconded by Mr. Stauffer and unanimously adopted, it was resolved to approve the minutes of the meeting held October 26, 2020.

**PUBLIC COMMENT:**

There was no public comment.

**PLANT REPORT:**

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

The sacrificial skin on both CoMag magnetic drums was replaced on November 10, 2020. Evoqua agreed to share drawings so future repairs can be done by a local machine shop. The Board recommended keeping two skins on hand for future repairs.

**OFFICE REPORT:**

Ms. Leister presented the Office Report.

**AUTHORITY MANAGER REPORT:**

Mr. Moser presented the Authority Manager Report.

Mr. Moser reported he was contacted by an electricity broker to see if we are interested in a three year extension to our electricity contract. Mr. Moser requested authorization from the Board to obtain pricing for a three year extension to our electricity contract. The Board authorized Mr. Moser to proceed.

Mr. Moser reported a desktop computer and laptop is needed for the GIS system. Both were included in the GIS quote. Mr. Moser requested authorization from the Board to proceed with ordering the hardware from our IT vendor, Ridge Support. The Board authorized Mr. Moser to proceed.

Mr. Moser reported he shared the results of the 2020 PMAA wage and benefits survey with the Board. The survey is conducted every three years.

Mr. Moser reported he received a new Master Casting Agreement with a nine year term. The previous agreement was a three year term. A resolution must be signed authorizing the Authority Manager to sign the agreement. A resolution is required.

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.

Mr. Moser reported Colebrookdale Township contacted him regarding sewer updates to their 537 plan requested by the Berks County Planning Commission. Mr. Moser requested authorization from the Board to provide updates to the existing map for current service area and future plans. The Board authorized Mr. Moser to proceed.

Mr. Moser reported our current insurance renewal is scheduled for December 31, 2020. Body-Borneman prepared an insurance proposal with a renewal premium of \$46,514, a rate increase of 1.8%. We currently do not have pollution liability coverage but can be added for an additional \$1,500. After further discussion the Board approved adding pollution liability coverage. Mr. Moser is recommending that we proceed with the proposal with a renewal premium of \$48,014. A resolution is required.

Mr. Moser reported construction started November 16, 2020 for the connection to 158 Buchert Road.

#### REPORTS OF OFFICERS & COMMITTEES:

##### SECRETARY:

Mr. Donovan reviewed the list of correspondence.

##### SOLICITOR:

Mr. Karver reported he is working on separating the Berwind Estates pump station parcel and transferring it to BMMA.

##### TREASURER:

No report.

##### ENGINEER:

Mr. Showalter presented the Engineers report.

Mr. Showalter is recommending Board of Standards approval of the plan for 443 Congo Road. A resolution is required.

Mr. Showalter requested authorization for the Solicitor to prepare a Sewer Service Agreement for 443 Congo Road. A resolution is required.

Mr. Showalter reported bids for the Ironstone Creek Streambank Stabilization Project were opened at 1:00 PM on November 18, 2020. The lowest responsible bidder was Construction Master Services LLC with a total bid of \$31,748.25. Mr. Showalter recommended the Board give the "Notice of Intent to Award", "Notice of Award" and the "Notice to Proceed" to Construction Master Services LLC. A resolution is required.

Mr. Showalter reported SDE is preparing plans and specifications for bidding the Pump Station 2 Grinder project.

Mr. Unger reported the dystor membrane has been manufactured and is ready to ship. Due to COVID-19 concerns, installation will occur in the Spring of 2021.

#### RESOLUTIONS & DISCUSSIONS:

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

RESOLVED: That the Board approves signing the resolution authorizing the Authority Manager to sign the Master Casting Agreement.

Upon a motion by Ms. Carpenter, seconded by Mr. Stauffer, 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 2020.

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

RESOLVED: That the Board accepts the insurance proposal for 2021 from Body-Borneman Associates Inc.

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

RESOLVED: That the Board authorizes Board of Standards approval for 443 Congo Road.

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

RESOLVED: That the Board authorizes the Solicitor to create a Sewer Service Agreement for 443 Congo Road.

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

RESOLVED: That the Board accepts the bid of \$31,748.25 from Construction Master Services LLC for the Ironstone Creek Streambank Stabilization Project and authorizes the "Notice of Intent to Award", "Notice of Award" and the "Notice to Proceed" to Construction Master Services LLC.

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

RESOLVED: That the Board authorizes the payment of \$87,556.39 for the bills as presented.

The meeting was adjourned at 8:01 PM.

Respectfully submitted,

Christine L. Leister