

**A REGULAR MEETING
BERKS-MONTGOMERY MUNICIPAL AUTHORITY
NOVEMBER 22, 2021**

A Regular Meeting was held at the Administration Building on November 22, 2021 at 7:00 PM EST with the following members present:

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

Also present:

K. Showalter	L. Christy
G. Moser	C. Leister
L. Farmer	

Victor Frederick was present at the meeting to fill in for Solicitor Karver who was absent.

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 25, 2021.

PUBLIC COMMENT:

Representatives from All County and Associates were present to request a connection to the BMMA system and estimated 10 EDUs of capacity for 1013 Reading Avenue. Plaza Azteca (formerly The Greshville Inn) temporarily closed due to overflows of their on-site septic system and are in urgent need of an alternative solution. The property is located in Douglass Township, Berks County. The flow would go to Morysville STP which is currently under a Corrective Action Plan with DEP. There are approximately 17 additional properties in the area that could potentially connect. Following a lengthy discussion, the Board authorized discussions to proceed with Douglass Berks and also authorized SDE to communicate with DEP regarding the potential for additional flow to the Morysville STP. A resolution is required.

PLANT REPORT:

Mr. Christy presented the Plant Report.

Mr. Christy reported the driver picking up the sludge roll-off container at the Swamp Creek STP on November 1 damaged the supports for the sludge loader mechanism. Repairs were completed by Flow Data. BMMA will be reimbursed for the cost of the repairs by J.P. Mascaro's insurance.

Mr. Christy reported we passed the November WET test.

Mr. Christy reported there was a good turnout for the EPWPCOA meeting BMMA hosted on November 19.

OFFICE REPORT:

Ms. Leister presented the Office Report. The status of the severely delinquent accounts was reviewed.

Kenneth Picardi reviewed BMMA collection procedures and legal constraints to charge fees for notices mailed to accounts that are 2 or 3 quarters past due. After further discussion, Ms. Leister was directed to review with our billing vendor, Diversified Technology, and report back at the next meeting.

AUTHORITY MANAGER REPORT:

Mr. Farmer presented the Authority Manager Report.

Mr. Farmer reported the annual audit began on November 16. The on-site portion was completed with no significant findings. The complete report will be available and reviewed at the December meeting.

Mr. Farmer reported our current insurance renewal is scheduled for December 31, 2021. Body-Borneman prepared an insurance proposal with a renewal premium of \$50,505, an increase of 5.2%. A resolution is required.

Mr. Farmer stated the Board has had a practice of allowing employees to leave at noon on the day before Thanksgiving, Christmas and New Year's Day observances. These are not scheduled holidays. A resolution is required.

Mr. Farmer reported a pre-construction meeting was held November 1 for the 2021 Sanitary Sewer Replacement Project. Construction start date is contingent upon the availability of materials.

Mr. Farmer provided an update to the annual usage review for commercial properties since the last meeting. Account Z199 – Adam's Royal Car Wash, 50 Bartman Ave., needs 4 EDU's. A to scale plan was received November 8. SDE requested additional details, awaiting response.

Mr. Farmer reported construction activity began November 15 on the Congo Road bridge.

Mr. Farmer reported the 400 Gilbertsville Road project has been renamed Oak Mill Subdivision and requested Board approval of the Sewer Service Agreement. A resolution is required.

Mr. Farmer reported plans for a new project, 650 Englesville Road (Madison Walk) were submitted to Colebrookdale Township for a residential development along Englesville Road. The project spans Colebrookdale and Douglass Townships.

Mr. Farmer reported home inspections in Morysville have resumed after being put on hold due to COVID. 33 properties were inspected in October.

REPORTS OF OFFICERS & COMMITTEES:

SECRETARY:

Mr. Stauffer reviewed the list of correspondence in Mr. Corson's absence.

SOLICITOR:

Mr. Frederick reported Solicitor Karver had no report.

TREASURER:

No report.

ENGINEER:

Mr. Showalter presented the Engineers report.

Mr. Showalter reported Escrow Release Request #3 for \$83,696.48 for Zern Tract Phase 2 was received and reviewed by SDE and he is recommending release of the funds. A resolution is required.

Mr. Showalter provided an update on the Digester Cover Replacement project. A new display for the laser level monitoring system was ordered. Final adjustments of the level monitoring system are needed before final payment is made.

Mr. Showalter provided an update on the GIS project. Revisions identified by the Authority Manager were delivered and uploaded to BMMA's system. A Zoom meeting will be held November 29 to review ongoing plans to keep the system current.

Mr. Showalter reviewed the Executive Summary for Tapping Fee Recalculation prepared by Mr. Unger. After further discussion, the Board made the decision to not proceed with the tapping fee recalculation at this time.

RESOLUTIONS & DISCUSSIONS:

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

RESOLVED: That the Board authorizes discussions to proceed with Douglass Berks and also authorizes SDE to communicate with DEP regarding the potential for additional flow to the Morysville STP for the 1013 Reading Avenue connection.

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

RESOLVED: That the Board accepts the insurance proposal for 2022 from Body-Borneman Associates Inc.

Upon a motion by Mr. Biehl, 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's Day observances in 2021.

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

RESOLVED: That the Board approves the Sewer Service Agreement for the Oak Mill Subdivision project (formerly 400 Gilbertsville Road).

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

RESOLVED: That the Board approves Escrow Release Request #3 for \$83,696.48 for Zern Tract Phase 2.

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

RESOLVED: That the Board authorizes the payment of \$107,005.70 for the bills as presented.

The meeting was adjourned at 8:33 PM.

Respectfully submitted,

Christine L. Leister