

**A REGULAR MEETING
BERKS-MONTGOMERY MUNICIPAL AUTHORITY
SEPTEMBER 27, 2021**

A Regular Meeting was held at the Administration Building on September 27, 2021 at 7:00 PM EDT with the following members present:

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

Also present:

J. Karver	L. Christy
K. Showalter	C. Leister
G. Moser	

Upon a motion by Mr. Biehl, seconded by Mr. Stauffer and unanimously adopted, it was resolved to approve the minutes of the meeting held August 23, 2021.

PUBLIC COMMENT:

There was no public comment.

PLANT REPORT:

Mr. Christy presented the Plant Report.

OFFICE REPORT:

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

AUTHORITY MANAGER REPORT:

Mr. Moser presented the Authority Manager Report.

Mr. Moser requested the Board ratify the action of hiring Lawrence Farmer for the Authority Manager position. A resolution is required.

Mr. Moser presented the 2022 operating budget for approval. The operating budget is \$2,910,626. This was the budget as presented at the August meeting and reviewed in detail at that time. A resolution is required.

Mr. Moser reported the property owner of 438 Congo Road, Sharon Walters, is requesting an EDU so she can proceed with a connection to the new service line for 443 Congo Road. A resolution is required.

Mr. Moser reported a preconstruction meeting was held on August 31 for the Congo Road bridge replacement project. Construction will begin in the near future.

Mr. Moser reported three proposals were received to fill cracks and sealcoat the paved area within the fence line of the West Swamp Creek treatment plant. The bids ranged from \$16,000 to \$18,500. Mr. Moser is recommending proceeding with the low bidder, The J&T Crew – Jerred Oman, at a cost of \$16,000. A resolution is required.

Mr. Moser and Solicitor Karver 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 meeting was held on September 20, 2021 with Mr. Heimer, his contractor Mr. Class, Ms. Allerton, Mr. Moser, Mr. Showalter and Solicitor Karver. Plans will be presented and a sewer service agreement will be developed.

REPORTS OF OFFICERS & COMMITTEES:

SECRETARY:

Mr. Corson reviewed the list of correspondence.

SOLICITOR:

Mr. Karver had no report.

TREASURER:

No report.

ENGINEER:

Mr. Showalter presented the Engineers report.

Mr. Showalter reported the field work is completed and SDE should have the specs and plans completed by the end of 2021 for the two shovel ready projects (Gravity Basin Section 2 MH 49 on Henry Avenue to MH 31 on North Reading Avenue and MH 20 on Township Line Road to MH 8B on County Line Road).

Mr. Showalter reported WesTech still needs to perform final adjustments to the level monitoring system for the Digester Cover Replacement project before final payment is made.

Mr. Showalter reported bids for the 2021 Sanitary Sewer Replacement Project were opened at 1:00 PM on September 22, 2021. The lowest responsible bidder was Wexcon Inc. with a total bid of \$111,694. Mr. Showalter recommended the Board give the "Notice of Intent to Award", "Notice of Award" and the "Notice to Proceed" to Wexcon Inc. A resolution is required.

Mr. Showalter reported SDE reviewed revised plans for the Gambone/Holly Road project and prepared a draft review letter.

Mr. Showalter reported plans were received and reviewed for the additional lateral connection for 603 N. Reading Avenue and he is recommending Board of Standards approval of the plan. A resolution is required.

Mr. Showalter provided an update on the GIS project. SDE is finalizing and checking the entire system for accuracy before turning it over to BMMA. A live presentation will be made at the October Board meeting.

RESOLUTIONS & DISCUSSIONS:

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

RESOLVED: That the Board ratify the action of hiring Lawrence Farmer for the Authority Manager position.

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

RESOLVED: That the Board approves the 2022 operating budget of \$2,910,626 as presented and attached to these minutes.

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

RESOLVED: That the Board approves one (1) EDU for 438 Congo Road.

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

RESOLVED: That the Board accepts The J&T Crew – Jered Oman's bid of \$16,000 to fill cracks and sealcoat the paved area within the fence line of the West Swamp Creek treatment plant.

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

RESOLVED: That the Board accepts the bid of \$111,694 from Wexcon Inc. for the 2021 Sanitary Sewer Replacement Project and authorizes the "Notice of Intent to Award", "Notice of Award" and the "Notice to Proceed" to Wexcon Inc.

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

RESOLVED: That the Board authorizes Board of Standards approval for 603 N. Reading Avenue.

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

RESOLVED: That the Board authorizes the payment of \$106,901.89 for the bills as presented.

The meeting was recessed at 7:55 PM to executive session to review personnel matters.

The meeting was reconvened at 8:50 PM.

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

RESOLVED: That the Board approves the salary increase recommendations for 2021-2022 effective October 2, 2021 at a cost increase of 3.30%.

The meeting was adjourned at 8:55 PM.

Respectfully submitted,

Christine L. Leister

BERKS-MONTGOMERY MUNICIPAL AUTHORITY
Operating Budget for Year Ending
September 30, 2022

Operating Expenses:

Wages	Plant Wages	\$	478,310.00		
	Pension	\$	23,915.00		
	Payroll Taxes	\$	40,310.00		
		\$	542,535.00	\$	542,535.00
Alum		\$	29,296.00		
Electric		\$	175,350.00		
Alarm System		\$	3,400.00		
Fuel		\$	38,350.00		
Miscellaneous		\$	8,500.00		
Polymer		\$	33,000.00		
Repairs and Maintenance		\$	190,000.00		
UV Consumables		\$	8,500.00		
Sludge Disposal and Chemicals		\$	100,000.00		
Supplies		\$	11,520.00		
Vehicle		\$	8,000.00		
Uniforms		\$	4,400.00		
Laboratory		\$	33,600.00		
Collection System		\$	100,000.00		
		\$	743,916.00	\$	743,916.00
Administrative Expenses:					
Wages	Authority Members	\$	1,080.00		
	Officers' Salaries	\$	16,800.00		
	Office Wages	\$	214,447.00		
	Pension	\$	10,772.00		
	Payroll Taxes	\$	19,403.00		
		\$	262,502.00	\$	262,502.00
Advertising		\$	3,000.00		
Auditing		\$	10,100.00		
Computer Expense		\$	26,000.00		
Engineering Fees		\$	30,000.00		
Insurance and Bonds		\$	322,373.00		
Legal Fees (Retainer \$6,000.00)		\$	85,000.00		
Fines and Violations		\$	5,000.00		
Miscellaneous		\$	16,300.00		
Postage		\$	12,500.00		
Repairs and Maintenance		\$	8,500.00		
Sewer Rentals to Boyertown Borough		\$	14,000.00		
Supplies		\$	4,500.00		
Telephone		\$	9,200.00		
Contribution to Capital Budget		\$	120,000.00		
		\$	666,473.00	\$	666,473.00
TOTAL OPERATING AND ADMINISTRATIVE EXPENSES				\$	2,215,426.00
Debt Service				\$	695,200.00
TOTAL EXPENSES				\$	2,910,626.00