

**MOUNT PENN BOROUGH MUNICIPAL AUTHORITY**

**MINUTES**

**REGULAR MEETING**

**JANUARY 8, 2020**

The regular meeting of the Mount Penn Borough Municipal Authority was held on Wednesday, January 8, 2020, in the meeting room of the John A. Becker Municipal Building, 200 North 25<sup>th</sup> Street, Reading, PA 19606 at 7:00 p.m.

The meeting was called to order by Chairman Thomas Smith. The following Board members were present:

Thomas Smith, Chairman  
Joseph Boyle, Vice Chairman  
Kelly Dudash, Secretary-Asst. Treasurer  
Alfred Worrall, Treasurer  
Thomas Staron

Also present were the following:

Christeena Hauck, Support Specialist  
Stephen Davis, Senior Support Specialist  
Matt Hauck, Water System Foreman  
Ed Overberger, Arro Consulting  
Mark Merolla, Solicitor

Mark Merolla explained the rules of reorganization meetings. Motioned by Kelly Dudash, seconded by Joe Boyle to postpone the reorganization until the February 12, 2020 board meeting.

Mr. Richard Hart, 51 Butter Lane addressed the board regarding his water bill and asked for some help with the bill. He explained his usage has increased significantly over the past year. There were various issues resolved at the building in effort to reduce the usage, however the bill continued to increase. The usage on the current bill is 513 thousand gallons. Matt Hauck met with the plumber and was able to identify the issue. An old service to the garage was either turned on or leaking. Mr. Hart will seek relief from some of the sewer portion of the bill at their next board meeting.

Motioned by Tom Smith, seconded by Joe Boyle to approve the minutes of the December 11, 2019, as presented. The motion carried unanimously.

**TREASURER**- Alfred Worrall

The bills for the month of December 2019 were reviewed. Kelly Dudash questioned the Liberty Environmental bill. Al Worrall questioned the Arro Consulting bill and asked for a total cost of the engineering for the Perkiomen project. Ed Overberger will work on getting those figures.

Joe Boyle again explained the need for Matt Hauck to be aware of the costs associated with daily operation and projects and the need for him to review the invoices prior to payment.

Motioned by Tom Smith, seconded by Joe Boyle to approve the December 2019 Treasurer's Report. The motion carried unanimously.

After review and discussion, the motion was made by Tom Smith to accept the 2020 Budget as presented, seconded by Mr. Staron. The motion carried unanimously.

Al Worrall presented the 2018 audit results reviewed the suggestions from the auditor, Rodger Krause. The audit was good and the pension fund is in good shape. Alternate lending options are being considered for the tank project.

A discussion was held regarding the implementation of a purchase order system. It was decided this procedure was not necessary at this time. The current system is working fine.

Al Worrall reported the credit card fees incurred by the authority for 2018 were \$17,000 for the convenience of using a credit card to make a payment. None of these charges are passed onto the consumer at this time. There are a few options being considered to help off-set these fees. These will be presented at the next meeting.

Three hundred meters were delivered, fifty more are on order. Matt Hauck will order three hundred more.

Tom Smith reminded the board the retiring employee would be a sensible choice to help with the meter replacement project on a part time basis.

**ENGINEER**- Ed Overberger

Exeter Township has contacted ARRO to regarding a water line relocation on Butter Lane for their culvert project. Their solicitor will be contacting Mark Merolla with an agreement. ARRO has been asked to prepare a specification for Exeter's contractor to be included in their bid package. The specification preparation cost will be less then \$8,000.00.

The survey on the Spook Lane property has been completed. There are some areas of unclear title. More information is required.

Pennvest in nearing completion and will be ready for submission by the February 5<sup>th</sup> deadline. PennDot has agreed to delay billing until June to wait for the Pennvest funding. Al Worrall questioned the delayed billing of June, the original agreement was payment would be due to PennDOT a year after the final bill is issued. Ed will look into this and report back to the board.

ARRO has made progress with the rate study but needs more information from Steve in order to move forward. It was requested that Jimmy Dennis come to the Authority office to work with Steve to get the information he needs.”

The documents required to set up the bid process to establish an emergency vendor were provided to the board members. Mark Merolla will review the documents.

Still waiting to hear word on the generator grant, it could be in November.

2020 Water Main Replacement Projects:

S. Los Robles-\$72,000-work needs to be done 1<sup>st</sup> to stay ahead of the township paving project.

Filbert/Butter/Opal-\$110,000

ARRO will work on preparing the bids specifications to bid both at the same time.

### **WATER SYSTEM** -Matt Hauck

The new Operator, Philip Hobaugh started on January 6, 2020.

The fire hydrant on Field Street was hit and is scheduled to be replaced.

Main break at Opal Ave was repaired.

COMPLETE MAINTENANCE REPORT ATTACHED

### **SAFETY MEETING**

Eye Protection

### **SOLICITOR-** Mark Merolla

Pennsylvania American is now doing their own monthly readings on the 48 sewer only properties. Waiting for a prepared agreement.

Also waiting for the Neversink interconnect agreement to be finalized with PA American. Discussion continued.

### **BUSINESS OFFICE**

Steve Davis reported the quarterly bills were mailed out on January 6<sup>th</sup>. The \$5.00 meter charge was applied.

Christeena Hauck explained there has been some customer request for an emergency notification system for issues like main breaks or boil water notices. She will get more information and report the board at a future date.

## **SOURCE WATER PROTECTION**

Joe Boyle reported a second Growing Greener grant has been submitted in the amount of \$500,000.00. He thanked Larry Lloyd, Kent Himelright and Kelly Dudash for their assistance. Larry Lloyd will sponsor MPMBA for a future federal grant.

Antietam School District asked for assistance from the Source Water Program with student stewardship. A night of learning and discussion about the Carsonia Lake will take place late in March at the Primary Center followed by a Saturday volunteer clean-up of brush at the lake.

RCAV-Ann Sellers reported 2 bids were received for the renovation of the recreation center and 4 bids for the lake project (walkway and bridge). \$18,339.00 was the lowest bid for the lake renovation \$18,760.00 was the lowest bid for the recreation center renovations. Ann reported she expressed the boards concern for outside access restrooms. Safety measures that need to be put in place were discussed. The board of RCAV will keep these concerns in mind. The final plans need to be submitted to Mount Penn Borough Municipal Authority for approval. Renovations are scheduled to begin in spring.

## **BOROUGH OF MT. PENN**

No Report.

## **ANTIETAM VALLEY MUNICIPAL AUTHORITY (AVMA)**

No Report.

## **UNFINISHED BUSINESS**

No Report.

## **NEW BUSINESS**

No Report.

Motion was made by Tom Smith, seconded by Joe Boyle, to adjourn the meeting at 9:23 p.m. The next meeting will be held on Wednesday, February 12, 2020 at 6:00 p.m.

Respectfully submitted,

*Christeena Hauck*  
Christeena Hauck  
Support Specialist

# January 2020 Maintenance Report

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## **Installed 42 meters in the month of January**

Fix leak at 203 Opal again

Fix curbstop to 47 Butter Lane

Main break at 3902 Kline

Replace fire hydrant that was hit on Field St at High St

Fix leak at Corp to 545 Friedensburg rd

Fix curb stop to 1455 Friedensburg Rd

Phil Hobaugh started work

Leak detected our system

Herb Davis started to cut down a bunch if dead trees that were overhanging Well House 13

Help clean up some trees at well house 13

Master Meter was here for training on our new Harmony software

Had a demo with Code Red

Complete Tier II reporting

Complete Ch110 reporting

Start annual maintenance on our small equipment

Start replacing meters on our dead meter list

New battery in our 2014 F150

\*Safety Meeting- Hands on demo with our Tri Chorr Leak Detector