

MOUNT PENN BOROUGH MUNICIPAL AUTHORITY

MINUTES

REGULAR MEETING

MARCH 11, 2020

The regular meeting of the Mount Penn Borough Municipal Authority was held on Wednesday, March 11, 2020, in the meeting room of the John A. Becker Municipal Building, 200 North 25th Street, Reading, PA 19606 at 7:00 p.m.

The meeting was called to order by Vice-Chairman Joe Boyle. The following Board members were present:

Joseph Boyle, Vice Chairman
Kelly Dudash, Asst. Treasurer
Thomas Staron, Secretary

Also present were the following:

Christeena Hauck, Support Specialist
Stephen Davis, Senior Support Specialist
Matt Hauck, Water System Foreman
Bradley Smith, Arro Consulting
Mark Merolla, Solicitor
Kurt Hill, Chairman, Antietam Valley Municipal Authority (AVMA)

Kurt Hill thanked the board for the space on billing insert to notify customers of the upcoming smoke testing scheduled to begin the second week of April. He also asked for a meeting with the office staff of both water and sewer authorities along with a board representative from each board to discuss billing and transfer procedures. A date in the near future will be set.

Motioned by Tom Staron, seconded by Kelly Dudash to approve the minutes of the February 12, 2020, as presented. The motion carried unanimously.

A discussion was held regarding the COVID19 (Coronavirus) and the possible safety and health precautions that may need to be put in place to protect the staff and ensure daily operations will be able to continue.

TREASURER- Alfred Worrall

The bills for the month of February were reviewed. Mr. Boyle questioned the multiple checks payable to Douglassville Quarry. It was determined the second check was never mailed, the bill belonged to Mount Penn Borough.

Motioned by Tom Staron, seconded by Kelly Dudash to accept the February 2020 Treasurer's Report. The motion carried unanimously.

Joe Boyle has been working with Lynx either upgrade the server or the warranty whichever is necessary. He will report more at the next meeting.

Kelly Dudash reported Al Worrall met with representatives from Fulton Bank to discuss loan options. He will also be meeting with Senator Schwank and Representative Rozzi. Brad Smith added Pennvest will hold a decision making board meeting on April 22nd. An electronic invite will be sent via email.

ENGINEER- Brad Smith

Exeter Township will be contacting Mark Merolla regarding the Butter Lane project.

Arro will be submitting \$56,397.60 of costs to PennDot for engineering, inspections and additional expenses from the Perkiomen Project to be reimbursed to the Authority.

The five (5) year profit and loss for the rate study was distributed. Representative from Arro will attend the next meeting to review.

Mark Merolla reported no change on the Emergency Interconnect agreement with PA American.

WATER SYSTEM -Matt Hauck

Map sections need to be updated with any main projects during the past five (5) years and would also need to include the Perkiomen Project.

Kohl Brothers will be scheduled to rehabilitate Well 3 and they will also perform the annual maintenance on the rest of the Wells.

A discussion was held regarding an Emergency/ On-Call Contractor. Arro would need to create the specifications to prepare for the bidding process. It was suggested AVMA partner in the process, allowing the cost to be shared between the two authorities and possibly entice more bidders. Kurt Hill will discuss with AVMA's board. Motioned by Kelly Dudash, seconded by Tom Staron for Arro to proceed with the preparation of the Request of Proposal for an Emergency Services Contract. The motion carried unanimously.

A seasonal property maintenance person will be hired.

Phil Hobaugh will attend the next meeting. His 90 day probation ends April 6, 2020.

Matt Hauck will be ordering 350 new meters.

COMPLETE MAINTENANCE REPORT ATTACHED

SAFETY MEETING

Leak detection class hosted by Exeter Supply

SOLICITOR- Mark Merolla

Mark Merolla reported he has been in contact with PA American about the Neversink Emergency Interconnection Agreement, and the Meter Reading Agreement and is waiting for a response.

BUSINESS OFFICE

Steve Davis reported the \$5.00 quarterly meter charge has been applied to all accounts. Some accounts have larger meters so the fee will need to be adjusted. A rate schedule will be presented at the next meeting.

Tompkins Vist is working to have the daily transfer limit increased to \$100,000.00.

Stratix presented a few options for the copy machine lease. A faster machine will allow bills to be printed in house at the same time they are being printed for each customer. Streamlining this process will save the cost of the printing company. The contract will include color copies. Under the current contract, color copies are charged by the page. The cost savings will be presented at the next meeting.

Christeena Hauck asked if anyone was interested in running a stand at the May 2, 2020 Block Party. No one was interested.

Fifty (50) households were shut-off for nonpayment on March 10, 2020.

Hydrant Flushing will take place during April and May. The dates will be advertised in the Reading Eagle, website and a notice in the April bill.

SOURCE WATER PROTECTION

Joe Boyle thanked Larry Lloyd for his successful in having the Delaware Estuary sponsor both Mount Penn Borough Municipal and Berks Nature in applying for a 300,000.00 National Fish and Wildlife Foundation (NFWF) for Carsonia Lake.

On March 23, 2020, a one hour presentation will be held at Antietam Primary Center and will also be open to the public. Any Antietam High School Student attending the presentation will receive one (1) hour of community service. On March 24, 2020 a three and a half (3 ½) hour clean-up will be help at Carsonia Lake. Students from Antietam will sign up to participate and receive three and a half (3 ½) hours of community service. A lunch will be provided.

BOROUGH OF MT. PENN

No Report.

ANTIETAM VALLEY MUNICIPAL AUTHORITY (AVMA)

No Report.

UNFINISHED BUSINESS

No Report.

NEW BUSINESS

No Report.

Joe Boyle called for an Executive Session at 8:10 p.m. to discuss litigation. Regular Session resumed at 8:27 p.m. No action was taken.

Motion was made by Joe Boyle, seconded by Tom Staron, to adjourn the meeting at 8:27 p.m. The next meeting will be held on Wednesday, April 8, 2020 at 6:00 p.m.

Respectfully submitted,

Christeena Hauck
Christeena Hauck
Support Specialist