

MOUNT PENN BOROUGH MUNICIPAL AUTHORITY

MINUTES

REGULAR MEETING

MARCH 9, 2022

The regular meeting of the Mount Penn Borough Municipal Authority was held on Wednesday, March 9, 2022 at 7:00 p.m. in the meeting room of the John A. Becker Municipal Building, 200 North 25th Street, Reading, PA 19606.

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

Joseph Boyle, Vice Chairman
Alfred Worrall, Treasurer
Kelly Dudash, Assistant Treasurer/Assistant Secretary

Also present were the following:

Matthew Hauck, Water System Foreman
Christeena Hauck, Office Manager
Steve Riley, Entech Engineering
Mark Merolla, Solicitor
Rich Ritzer, CBIZ INR
David Bush, Keystone Alliance Consulting

AUDIENCE PARTICIPATION-

Rich Ritzer, CBIZ INR, provided a pension update to the board. Reviewing the performance of the plan and explaining the future strategy. A revision to the 457 Plan document will be emailed to the board for review.

David Bush, Keystone Alliance Consulting presented the revised tapping fee analysis and explained how the numbers are derived. The last tapping fee analysis was calculated in 2005. David explained the tapping fee is defined as the cost to buy into the system. The revised 2022 tapping fee maximum amount that can be \$5,280.22 per Equivalent Dwelling Unit (EDU).

Joe Boyle motioned, seconded by Al Worrall to approve the minutes of the February 9, 2022, meeting, as presented. The motion carried unanimously.

TREASURER- Alfred Worrall

The bills for month February were reviewed. Al Worrall explained the difference between February 2021 and February 2022 in relation to income. The April billing will include the rate increase. Kelly Dudash questioned the bill for the generator rental at Well 12/13. Following discussion, Joe Boyle motioned, seconded by Al Worrall to approve the February Treasurer's Report. The motion carried unanimously.

ENGINEER- Steven Riley

Steve Riley explained PaWARN and the benefits of membership in this mutual aid system. The cost would be \$60.00 per year. After discussion, Joe Boyle made the motion to approve the membership in PA Warn System, seconded by Kelly Dudash. The motion carried unanimously.

Spook Lane tank was recently inspected by PADEP and it was determined repairs were needed. Entech contacted DN Tanks, Mar Allen and IK Stoltzfus for proposals for the repairs. DN Tanks proposed crack injection work at a cost of 4,000 per day or 3,500 per day while they have work schedule in the area. The total estimated time for repair would be 2-3 days with a total project cost of \$7,000-10,000. After discussion, Joe Boyle made the motion to accept the proposal of DM Tanks for repair of the Spook Lane Tank at a cost of \$3,500.00 per day, seconded by Kelly Dudash. The motion carried unanimously.

After completion of the draft DCED Local Share Grant Application for the SCADA Addition Project it was forwarded to Al Worrall and Kelly Dudash for review and comments. The due date for this grant is March 15, 2022. Resolution 02-22 Statewide Local Share Assessment grant, motioned by Joe Boyle, seconded by Kelly Dudash. All were in favor.

Bid were received for the Glen Terrace water main project. Barasso was the low bidder. The water main work will cost an estimate of \$161,550.00. The \$81,250.00 Small Water System Grant monies were able to be moved from the West Neversink Road project to the Glen Terrace project. The scope of the current project does not included the portion of Center St to Filbert Ave, however, Mount Penn Borough is considering paving the entire portion. Discussion continued regarding the additional \$50,000 cost to the authority to continue the project over to Filbert Ave. No action was taken on the additional work at this time.

Hilbert Court Water Main bids were received. The low bid came in at \$137,700.00 from LB Construction. References were checked. The project is anticipated to begin sometime late May-early June. A construction observe may be necessary at the project due to the lack of familiarity with the contractor. Motioned by Joe Boyle, seconded by Al Worrall to accept the bid of LB Construction. All were in favor.

Oley Turnpike Road Creek Crossing- It was discussed previously with M. Hauck and A. Worrall to possibly postpone the Oley Turnpike Road creek crossing. Instead, an interconnection between two existing water mains on Chestnut Street could be made to alleviate the potential for an extended service disruption if the main in Stoner Avenue were closed. M. Hauck noted the work could possibly be done by Authority staff, but thought it would be wise to also get a quote from a contractor such as M&A due to potential elevations issues. Pricing would be obtained and further discussed with the Authority at the next meeting.

The Spook Lane Tank ARPA Grant application was submitted. These applications will be reviewed in April and May by the County. Applicants will be notified in June. Al Worrall reported he is in the process of meeting with funding institutions. Entech will prepare a design work order for the Spook Lane tank project to be discussed at the April meeting.

The PennDOT storm sewer project at Antietam Road and Carsonia Ave will require some limited work for service line replacement and water main relocation/replacement. There will be a 75-25% cost share. More information will be provided as it's received.

AC Shultes spent 2.5 days cleaning Well 12. The cost was \$5,800.00. Kohl Brothers performed another video of the well after the cleaning. There was a definite improvement in the screen condition when compared to pre-cleaning video. Discussion continued regarding the recovery of the wells.

There is at least a 6 month lead time for ordering new permanent generators. Propane fired is the preferred generator for Authority staff. Options to meet this desire are still being reviewed.

WATER SYSTEM -Matt Hauck

Matt Hauck reported he will be meeting with Bill Murray of Reading Area Water Authority to discuss emergency assistance for the future between our two Authorities and reviewed a few item from the Maintenance report including:

Leak Detection continued

Fixed a few main breaks

Electrical issue at Grandview

Backhoe is now fixed

2017 F350 going for inspection

Hydrant flushing will begin next week

5 Ash trees on Spook Lane need to be removed

Service leaks-one on Endlich and one on Friedensburg that will require an excavator. One is close to the gas line and both are double services. Matt will get prices.

Matt Hauck asked the board to consider purchasing Dash Cams for the trucks. The discussion was tabled until the next meeting.

COMPLETE MAINTENANCE REPORT ATTACHED

SAFETY MEETING

Lock-Out Tag-Out

SOLICITOR- Mark Merolla

Resolution # 03-22 Revised Schedule of Fees, which included a revision to the tapping fee amount to \$5,280.00, was motioned by Al Worrall, seconded by Tom Staron. All were in favor.

Mark Merolla reported he reviewed the Low Income Housing Water Assistance Program (LIHWAP) agreement and has no legal issues with the Authority joining the program. Residents fitting the income criteria are eligible to apply for up to \$2,500.00 of assistance from the Pa Dept of Human Services. Mount Penn BMA would have to be approved as a vendor first, then may begin advertising the program to their customers. Payments will be made to cover both the water and sewer bill. After discussion, Joe Boyle made the motion to participate in the LIHWAP program, second by Al Worrall. The motion carried.

BUSINESS OFFICE

Christeena Hauck reported everyone has a copy of the shut-off list for tomorrow. Payment are being made over-night so the list is subject to change. The list is comprised of current bill past due and past due remaining from last quarter's shut off day. There are a few customers (indicated on the list) that have not paid since December when they only paid half of the last bill to avoid being shut off. Christeena suggested, if the board agrees, the office would like to only accept half payments if the past due balance is zero. The board agreed. The payment of the remainder of the past due amount needs to be paid within 30 days after 3/10/22.

SOURCE WATER PROTECTION

Joe Boyle reported he and operators will be cutting brush down around the lake on March 11th and he will also be applying for ARP Grant funds for Carsonia Lake.

BOROUGH OF MT. PENN

No Report.

ANTIETAM VALLEY MUNICIPAL AUTHORITY (AVMA)

No Report.

UNFINISHED BUSINESS

No Report.

NEW BUSINESS

Joe Boyle questioned the MOU for services performed at Carsonia Park. Discussion continued regarding the current conditions of the park, the trash, the Christmas lights remaining and being smashed on the pathway. A letter will be drafted to AVRCC regarding the lease that exists, the conditions of the park and what is expected of AVRCC.

Tom Staron asked for an Executive Session at 9:11 P.M. to discuss litigation and personnel. Regular Session resumed at 9:35 P.M. No action was taken.

Motion was made by Joe Boyle, seconded by Kelly Dudash, to adjourn the meeting at 9:35 p.m. The next meeting will be held on Wednesday, April 13, 2021 at 7:00 p.m.

Respectfully submitted,

Christeena Hauck

Christeena Hauck

Business Office Manager