

# MOUNT PENN BOROUGH MUNICIPAL AUTHORITY

## MINUTES

### REGULAR MEETING

MAY 13, 2020

The regular meeting of the Mount Penn Borough Municipal Authority was held on Wednesday, May 13, 2020, at 6:30 p.m. via Zoom Video Conferencing due to COVID19 social distancing mandates.

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

Thomas Smith, Chair  
Joseph Boyle, Vice Chairman  
Alfred Worrall, Treasurer  
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  
Ann Sellers, Recreation Commission of Antietam Valley (RCAV)  
Matthew Hahn, 622 George Street  
Cameron and Jenn Hallos

Cameron and Jenn Hallos addressed the board regarding the dead fish and turtles they have witnessed at Carsonia Lake. Joe Boyle reported Berks Nature and Berks Conservation District were consulted. Pennsylvania Fish and Boat Commission took water samples from the lake and will continue to monitor the situation. The authority has been aware of high nitrogen levels in the lake currently due to storm water pollution and is in the process of making the necessary repairs to rectify this issue some of the funding will come from grant money. It was determined by Liberty Enviomental, the environmental consulting firm overseeing the lake project that this current issue likely was caused by a fertilizer or chemical that was dumped into the lake.

Matthew Hahn, 622 George St addressed the board regarding the property he recently purchased at 622 George St and the large bill he received for the 12/1-3/1/20 billing period. After his initial question of his bill, the meter was data logged which indicated a period of ten days of 5,000 gallons of use per day. Mr. Hahn explained his plumber could not find any issue and asked if one of the operators could come take a look. Normally, this type of use for an extended period is a toilet issue. Mr. Hahn will call the office to schedule a time for Matt Hauck to look for any issues.

Motioned by Tom Smith, seconded by Joe Boyle to approve the minutes of the April 8, 2020, as presented. The motion carried unanimously.

**TREASURER**- Alfred Worrall

The bills for the month of April were reviewed. The George Young Excavating bill in the amount of \$6,580.39 is for the work at 75 Maci Way. Mark Merolla will handle the forwarding of this bill to the property owner's attorney. The Arro invoice for April is being held for review. Discussion continued regarding prioritizing the current project list and which projects should be put on hold until post pandemic. Brad Smith explained the billing is a month behind and listed the projects currently being worked on by Arro:

Butter Lane Culvert Replacement

Emergency Services Specifications-Re-visit at a later date

Los Robles and Filbert Main Projects-**Priority**

PENNVEST Loan

Rate Study-On Hold

Spook Lane Tank Study-**Priority**

Neversink Interconnection-Hold for 2021 Budget

Generator Grant –In process

Friendensburg and Antietam Rd-Waiting to hear back from PENNDOT.

The board has again requested **all** bills be initialed by Matt Hauck prior to checks being issued.

Al Worrall reminded the board the authority is paying for the credit card payments and needs to pass the fee onto the consumer.

After discussion, it was the decision of the board to send out the past due bill and allow an additional 2 week time period for payment without the 10% penalty being applied due to the pandemic and the economic conditions. Shut-off/ non-payment will be discussed further at the June 10, 2020 meeting.

Mr. Worrall requested the hours worked for each employee be included on the monthly Treasurer's Report.

Joe Boyle reported a check in the amount of \$17,000 was issued to Liberty Environmental for engineering and permitting. This cost will be submitted for reimbursement as part of the Growing Greener Grant.

Motioned by Al Worrall, seconded by Thomas Smith to accept the April 2020 Treasurer's Report. The motion carried unanimously.

**ENGINEER**- Brad Smith

Brad Smith reported we only received one bid for the Emergency Services Contractor. After discussion, Tom Smith made the motion to reject the bid, seconded by Kelly Dudash. The motion carried unanimously.

Los Roble Court and Filbert St are ready for bid. Estimated cost for the work on Los Robles is \$103,000.00. Exeter Township is requiring an overlay on Filbert which will increase the estimate for Filbert \$275,000.00. Both projects will be put out to bid.

A discussion was held regarding responsibility of the Earl Gables Court. Mark Merolla informed the Board the Authority is responsible to the curb stop of each property and for the restoration of the existing street surface.

Tom Staron informed the Board the Townhouse development at the Filter beds on Perkiomen Ave will be moving forward. Plans are in the process of being submitted.

Brad Smith contacted DCED regarding reducing the scope of work on the Neversink Interconnection Grant to only a water main replacement. Reduces the cost from \$291,000-\$214,000.00 for the project. This project will be put on hold until the 2020 budget.

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

COMPLETE MAINTENANCE REPORT ATTACHED

Hydrants are being flushed.

A tamper letter delivered to 2133 Fairview Ave. Discussion continued regarding a letter being mailed from the Solicitor's office for a suspected tamper. Meters can be read on Saturday or twice a week to monitor any suspect properties.

Matt Hauck questioned the Board's wishes for the old dump truck. It was decided to sell it on MunicBid.

### **SAFETY MEETING**

COVID19 Awareness.

### **SOLICITOR-** Mark Merolla

Mark Merolla reported the Butter Lane reimbursement agreement was received. Exeter will put the project out to bid. Mount Penn Authority's portion to be paid back is \$37,000.00. Motioned by Tom Smith, seconded by Al Worrall for Tom Smith to execute the agreement upon review of the Solicitor. The motion carried unanimously.

### **BUSINESS OFFICE**

Christeena Hauck explained there are three meeting required by PENNVEST for the loan process. She and Al Worrall will attend the first virtual meeting along with Brad Smith and Mark Merolla on May 20<sup>th</sup>.

After discussion, it was determined the office will be closed on June 2, 2020. Mount Penn Borough Hall will be used that day as a polling site. A deep cleaning will take place June 3<sup>rd</sup>. The employees will report back after the cleaning.

Steve Davis reported everyone received the letter from the resident of 3739 St Lawrence Ave. This matter will be discussed in Executive Session.

A letter of complaint was received from the resident of 2526 Fairview Ave. After review, the board determined the resident would be responsible for the bill.

### **SOURCE WATER PROTECTION**

Ann Sellers reported the last RCAV meeting was cancelled. The design contracts should be sent to the Authority's solicitor for review. Mr. Boyle reminded the board the trail needs to be 10' off the lake per the NFWF grant submission. Albright Center of Excellence is hosting a Virtual Water and Sewer Conference in July.

### **BOROUGH OF MT. PENN**

No Report.

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

No Report.

### **UNFINISHED BUSINESS**

After discussion of the property at 622 George St it was a unanimous decision of the board, unless there is an issued found by Matt Hauck when he visits the property, the owner will be responsible for the entire bill. Mr. Hahn will be notified by phone call or letter. The property changed hand in April and the title company is currently holding this payment. The property is not owner occupied.

### **NEW BUSINESS**

No Report.

Tom Smith called for an Executive Session at 8:52 p.m. to discuss litigation. Regular Session resumed at 9:32 p.m. No action was taken.

Motion was made by Tom Smith, seconded by Al Worrall, to adjourn the meeting at 9:33 p.m. The next meeting will be held on Wednesday, June 10, 2020 at 7:00 p.m.

Respectfully submitted,

*Christeena Hauck*  
Christeena Hauck  
Support Specialist

## May 2020 Maintenance Report

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Continue to flush Fire Hydrants

Continue to cut grass

Purchased new chainsaw from Bortz's Chainsaw Shop

Fixed washed out access road on our Spook Ln property

Prepped and completed floor epoxy at Sylvan Dell Pump Station

Met with potential buyers about a building lot that is within our system on Neversink Mountain

Received a chemical delivery

Put on a new roof to the shed that is on our Spook Ln property

Met with EM Kutz about the layout of our new dump truck. This should be completed in the next few weeks

Well 2 meter failed, ordered a new one- could take up to 10 weeks to receive

Received a call about foam flowing down Antietam Creek. After investigating, Lower Alsace Fire Company caused this during training

\*SAFETY- Proper Pesticide Handling and Spraying