

**MOUNT PENN BOROUGH MUNICIPAL AUTHORITY**

**MINUTES**

**REGULAR MEETING**

**JUNE 14, 2023**

The regular meeting of the Mount Penn Borough Municipal Authority was held on Wednesday, June 14, 2023, at 7:00 p.m. in the meeting room of the John A. Becker Municipal Building, 200 North 25<sup>th</sup> 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  
Josh Nowotarski, Secretary-arrived later

Also present were the following:

Christeena Hauck, Office Manager  
Matthew Hauck, Superintendent  
Steve Riley, Entech Engineering  
Mark Merolla, Solicitor

**AUDIENCE PARTICIPATION-** None.

Al Worrall motioned, seconded by Kelly Dudash to approve the minutes of the May 10, 2023 meeting. The motion carried unanimously.

**TREASURER-** Alfred Worrall

The bills for the month of May were reviewed. Questions were answered regarding the check for Barasso and Comcast. Following discussion, motioned by Joe Boyle, seconded by Kelly Dudash to approve the May Treasurer's Report. The motion carried unanimously. Christeena will verify if TEAMS is available with the upgrade to Microsoft 360.

**ENGINEER-** Steven Riley

Letters were distributed to the residents on Emerald Ave. to notify them of work beginning the week of 6/12/23.

Engineering Work Order for Emerald Ave, Services During Construction \$14,100.00 and Construction Observation \$16,000.00 # 230431.000 motioned by Al Worrall, seconded by Joe Boyle. The motion carried unanimously.

Proposal was reviewed from Mark Metals for the manhole frames/risers for the clear well covers that were specified by DEP. After discussion, Joe Boyle made the motion to accept the proposal from Mark Metals in the amount of \$6,915.00, seconded by Kelly Dudash. The motion carried unanimously.

The generator project construction is under way. The Contractor found that the existing control wiring is direct bury and not located in conduit. It is also based on a 240-volt system. Steve Riley reported that Entech requested a change order from the contractor to replace the control wire with new control wire, to be installed in one of the spare conduits already called for on the project. An initial proposal was received, but some of the scope of work did not seem necessary. Steve Riley will further review with the contractor and report back at the July meeting on the outcome.

The rehabilitation work at Well 13 is in progress. The video inspection and cleaning has been completed. A post-cleaning video inspection will be performed. The pump and motor will be replaced after the video inspection and is expected to occur in the next month or so.

Matt Hauck and Steve Riley will meet with Keystone regarding the SCADA design. Most of this project will be grant money. A design proposal will be provided for discussion at the July Authority meeting.

The Spook Tank project is in the permitting process. The Chapter 105 & 106 permit will cost approximately \$15-20,000.00. The design phase is next.

### **WATER SYSTEM** –Matthew Hauck

The Maintenance report was reviewed.

Well 2 needs repairs, discussion at a future date.

Matt Hauck will get quotes for pressure washing of Ridge Tank and verify the time for the tank inspections.

A discussion was held regarding the increasing Tamper Alerts being received during meter reading. After discussion, it was decided if a Tamper Alert is received from a property, the reading will be estimated at 35,000 gallons for that quarter due to lack of an accurate reading. The customer will be able to attend the next meeting to address the board.

COMPLETE MAINTENANCE REPORT ATTACHED

### **SOLICITOR-** Mark Merolla

No Report.

**BUSINESS OFFICE-** Christeena Hauck

Motioned by Al Worrall, seconded by Joe Boyle to approve the 4-hour training session with Dallas Data.

Motioned by Joe Boyle, seconded by Josh Nowotarski to approve payment in the amount of \$200.00 to Stephen Davis to cover June's healthcare costs.

A discussion was held regarding the confirmation letters mailed by the auditor. It was decided all future correspondence for audit purposes will need to clarify the document is not a bill. Al Worrall will speak with the auditor.

**SOURCE WATER PROTECTION-**

Joe Boyle reported he and Kent Himmelright are preparing the Growing Greener Grant for submittal by June 23, 2023.

Joe Boyle reported the landscape architect for the bridge and trail portion of the grant at Carsonia Park has provided a timeline of the start of the project. Notices were sent to the municipal offices and posted on the Authority's website. Work is scheduled to begin the week of June 19 and continue through August 10, 2023.

A discussion was held regarding the material (gravel vs. asphalt) for the trail section that will be repaired as part of the bridge project. A three to one vote was in favor of asphalt. Al Worrall abstained.

The footprint of the old Tot Lot needs to be repaired and maintained. It is an eyesore at the park.

**BOROUGH OF MT. PENN-**

No Report.

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

No Report.

**UNFINISHED BUSINESS-**

No Report.

**NEW BUSINESS-**

No Report.

Tom Staron called for an Executive Session to discuss personnel at 8:30 p.m. Regular Session resumed at 8:40 p.m. No action was taken.

Motion was made by Josh Nowotarski, seconded by Kelly Dudash, to adjourn the meeting at 8:40 p.m.

The next meeting will be held on Wednesday, July 12, 2023, at 7:00 p.m.

Respectfully submitted,

*Christeena Hauck*

Christeena Hauck

Business Office Manager