

**MOUNT PENN BOROUGH MUNICIPAL AUTHORITY**

**MINUTES**

**REGULAR MEETING**

**SEPTEMBER 14, 2020**

The regular meeting of the Mount Penn Borough Municipal Authority was held on Wednesday, September 14, 2020 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 at 7:00 p.m., also 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  
Ed Overberger, Arro Consulting  
Mark Merolla, Solicitor  
John Reider, 823 Van Buren Street

John Reider address the board regarding the abandoned lot next to his property. Mr. Reider will be demolishing the current building and would like to abandon the existing water service on this lot and is asking for relief of the abandonment fee. The property has not had water service in 20 plus years. The work from the curb to the main will be performed by Blue Water and paid by Mr. Reider. Matt Hauck will supervise. No paving will be required due to the existing roadway being gravel or stone. Matt Hauck will be in touch with Mr. Reider to set-up specific details.

After discussion, Tom Smith motioned, seconded by Tom Staron to approve the minutes of the August 12, 2020 meeting, as presented. The motion carried unanimously.

**TREASURER**- Alfred Worrall

Al Worrall requested the office call Comcast to review the monthly bill for any possible savings.

The bills for month of August were reviewed. Al Worrall questioned the Arro bill.

After discussion regarding the past due Pa American invoice, Motioned by Al Worrall, seconded by Kelly Dudash to accept the August 2020 Treasurer's Report. The motion carried unanimously.

A discussion was held regarding the delinquent accounts, high balance accounts and the lien process. Beginning with the next billing cycle, scheduled to be mailed the first week on October, procedures will returned to normal including late fees and shut-off for non-payment.

As discussed and passed at the August 12, 2020, meeting: Effective January 1, 2021, a \$3.00 Processing Fee will be added to all credit card transactions. Steve Davis will work with Xpress Bill Pay to include the charge.

Motioned by Tom Smith, seconded by Al Worrall to increase the late fee by \$3.00 effective January 1, 2021. The motion carried unanimously.

The posted shut-off notices will remain \$30.00. The October billing will include the new increase information for the customers.

**ENGINEER**- Ed Overberger

Ed Overberger reported Filbert Ave and Los Robles Ct work is progressing. Barasso has submitted their first application for payment.

Exeter Township will be receiving bids on September 10, 2020 for the Butter Lane project.

A discussion was held regarding the rate study.

A meeting will be scheduled with PA American to discuss future needs.

MPBMA was awarded \$100,000.00 from DCED PA Small Water Grant. Mr. Boyle reported there are problems with the e-signature notification he and Tom Smith received. Christeena Hauck will contact DCED to rectify the situation. Generators at Well 12 &13 will be the priority. Matt Hauck and Ed Overberger will meet to discuss a list.

The paving schedule for Harvey Ave will be verified with the Township prior to the main replacement project being scheduled.

The scope of work for the Neversink Interconnection can be changed to a line replacement only without the interconnection. The grant funds must be used by June 2021. The cost without interconnection would reduce the cost by \$75,000.00.

**WATER SYSTEM** -Matt Hauck

Matt Hauck reviewed the highlights of his monthly maintenance report and reported the following:

The malfunction of the shut-off valve at 3340 Jacksonwald Ave.

Work is progressing at S. Los Robles, Emerald and Butter Lane.

The old Dump Truck will be advertised on Munici-Bid.

COMPLETE MAINTENANCE REPORT ATTACHED

**SAFETY MEETING**

Chainsaw Safety

**SOLICITOR-** Mark Merolla

No Report.

**BUSINESS OFFICE**

Steve Davis reported meters were read on September 1<sup>st</sup>. Discussion continued regarding changing the meters, ordering new meters and the current procedures in place to have the meters replaced.

The office is in the process of working on the new bill and plans to have them ready for the next billing that is scheduled to be mailed October 5<sup>th</sup> or 6<sup>th</sup>.

**SOURCE WATER PROTECTION**

Joe Boyle reported there was a fish kill at the lake. Liberty Environmental has been monitoring. The water in the lake is improving, however, with decomposition on the lake floor changing the oxygen amount is also changing which is affecting the larger catfish. The lake needs to be dredged.

Liberty has suggested a stone decomposed granite trail be placed around the area of the lake where the fence is to be moved back.

**BOROUGH OF MT. PENN**

No Report.

**ANTIETAM VALLEY MUNICIPAL AUTHORITY (AVMA)**

No Report.

**UNFINISHED BUSINESS**

No Report.

**NEW BUSINESS**

Tom Smith report the health insurance is due for renewal. After discussion, Tom Smith made the motion to proceed with the Gold PPO 500 plan for the effective October 1, 2020 at a cost of \$6,276.00 per month, seconded by Tom Staron. The motion carried unanimously.

Tom Smith called for an Executive Session at 9:00 p.m. to discuss personnel issues. Regular Session resumed at 9:15 p.m. No action was taken.

Motion was made by Tom Smith, seconded by Kelly Dudash, to adjourn the meeting at 9:15 p.m. The next meeting will be held on Wednesday, October 14, 2020 at 7:00 p.m.

Respectfully submitted,

*Christeena Hauck*

Christeena Hauck  
Support Specialist