

MOUNT PENN BOROUGH MUNICIPAL AUTHORITY

MINUTES

REGULAR MEETING

NOVEMBER 12, 2025

The regular meeting of the Mount Penn Borough Municipal Authority was held on Wednesday, November 12, 2025, 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 Vice Chairman Joseph Boyle.

The following Board members were also present:

Kelly Dudash, Treasurer
Alfred Worrall, Assistant Treasurer
Troy Goodman

Also present were the following:

Christeena Hauck, Office Manager
Mark Merolla, Solicitor
Matt Hauck, Superintendent
Steven Riley, Engineer
Matt Wagner, Entech

AUDIENCE PARTICIPATION-

Mr. Louis Collins, 1960 Woodvale Avenue addressed the Board regarding a recent water bill that was almost double his usual amount. He stated he had difficulty reaching the Authority, eventually making contact after emailing council members. He explained that when a staff member visited his property to data log the meter, he was told the leak appeared to be "fixed" and he could address the board if he was dissatisfied with that answer.

Matt Hauck explained that hourly usage data suggested a toilet leak had occurred, noting that such leaks can be sporadic and difficult to detect. He pointed out that the data showed the leak had stopped approximately one hour before Mr. Collins called to complain.

Mr. Collins disagreed with this assessment, stating he had replaced all plumbing fixtures when he moved in and found nothing running or leaking upon a recent inspection.

Matt Hauck offered to remove the meter and have it tested by Exeter Supply. He explained that if the meter tested accurate, Mr. Collins would be responsible for testing costs, but if the meter proved faulty, the Authority would cover those expenses. Matt committed to inquiring about testing costs within the week and would be in touch with Mr. Collins.

Board members emphasized that in the future, Mr. Collins should contact the Authority directly rather than going through the Borough, and avoid threatening language when seeking assistance, as this delays the response.

Motion by Kelly Dudash to approve the minutes of the October 8, 2025, meeting, seconded by Al Worrall. Motion carried unanimously.

TREASURER- Kelly Dudash

The Treasurer's report for October was presented for review. Joe Boyle reported the Authority received the full American Rescue Plan grant amount of \$236,813.00 for Phase 1 of Carsonia Park.

Motion to approve the Treasurer's Report for October was made by Kelly Dudash, seconded by Al Worrall. Motion carried unanimously.

The Board reviewed the draft 2026 budget. The document included notes about projected costs for various capital projects at the bottom of the expenses section. Discussion centered on Matt Hauck's priority projects for the upcoming year. A potential 4% rate increase was calculated at approximately \$20,000, which would amount to a \$3.14 increase per customer per quarter.

Board members discussed the need for various maintenance projects, including:

- VFD (variable frequency drive) for Well No. 14
- Backhoe tires (estimated \$5,000-7,000)
- Laurel Avenue water main
- Stoner Avenue work
- Valve replacements at various intersections
- Highland Tank valve work

There was also discussion about potential future building needs, as the current shop space is becoming insufficient. Matt mentioned several potential locations, including a plateau at Carsonia Lake or possibly acquiring adjacent land at the current shop location.

ENGINEER- Steve Riley

Steve Riley introduced Matt Wagner, an Entech engineer who worked on the Spook Lane Tank design project. He explained that Matt was attending to gain professional experience with authority meetings and to become more familiar with the Board and staff.

- **Award of Laurel Avenue Water Main Project**

Steve Riley presented the bid results for the Laurel Avenue water main replacement project. Eight bids were received, with Barrasso Excavation submitting the lowest bid at \$238,270.00 for the base contract. An alternate bid for a temporary water system would add \$9,500.00. He recommended awarding the contract to Barrasso and noted that the project would not begin until after March of 2026 due to winter weather concerns.

The Board discussed ensuring that all proper documentation, bonds, and insurance would be verified by the solicitor before finalizing the contract.

Motion to accept Barrasso Excavation's bid, subject to review of documentation by the Authority solicitor, was made by Joe Boyle, seconded by Troy Goodman, and approved unanimously.

- **Spook Lane Tank-Payment of invoices and project update**

Steve Riley presented an updated payment recommendation for DN Tanks' Application for Payment #2, revised from \$78,000.00 to \$108,315.00. The increase covered completed work at Grandview Booster Pump Station and the Spook Lane/Friedensburg Road intersection.

Motion to approve payment of \$108,315.00 to DN Tanks was made by Joe Boyle, seconded by Al Worrall, and passed unanimously.

Steve Riley also presented Application for Payment No. 1 from Kite and Key Electric for \$14,400.00, covering electrical work at the Grand View Boosted Pump Station.

Motion to approve payment of \$14,400.00 to Kite and Key Electric was made by Joe Boyle, seconded by Al Worrall, and approved unanimously.

Steve Riley provided an update on the Grandview Pump Station work, reporting that all piping and control valves were installed successfully. He commended Barrasso for their quality work on the mechanical aspects inside the station. He noted that some additional pipe replacement was necessary when old gaskets began leaking after the system was put back together. This work will be part of an upcoming change order.

He also described an issue at the completion of the work where air became trapped in the pumps, preventing water flow despite the pumps appearing to run normally and commended Matt Hauck for recognizing the issue and shutting down the pumps before damage could occur. Kohl Brothers was called to diagnose the problem and installed manual air release valves to prevent future occurrences.

Steve Riley also mentioned that Barrasso plans to return before the end of the year to clear trees at the Spook Lane tank site, with actual construction to begin in spring.

- **Crystal Lake – LSA Grant Application**

Steve Riley reported that the grant application was nearly complete, with letters of support being collected. The goal is to submit the application by the end of the following week (11/21/25).

- **Oley Turnpike Road Creek Crossing Water Main/LSA Grant Outcome**

Mr. Riley mentioned that with the state budget now passed, the Commonwealth Financing Authority is scheduled to meet the following week (11/18/25), when they are expected to announce LSA grant awards, including potentially for this project.

WATER SYSTEM –Matthew Hauck

Matt Hauck presented the October maintenance report, which included:

- The crew completed almost all blacktop repairs on their list except for a couple spots on Carsonia Avenue
- A leak was located and fixed at 703 Friedensburg Road, where an abandoned service line was discovered
- Another leaking service was repaired at 239 Friedensburg Road, requiring M&A to handle concrete removal
- The fuel pump was replaced on the air compressor
- Several previously unlocatable curb stops were found
- Staff worked with Barrasso's crew at Grandview and 23rd St.
- Paul Kaiser inspected cathodic protection on all steel tanks
- Issues with a neighboring child vandalizing property at the shop prompted installation of approximately 300 feet of 6-foot chain link fence
- Several fire hydrants were rebuilt
- Buildings were winterized
- During a major power outage in Mt. Penn, staff successfully used a portable generator at the Highland Tank to keep SCADA systems running

Matt Hauck also presented a proposal for a generator maintenance contract with Penn Power Systems to replace their current Cummins contract. He explained that unlike Cummins, Penn Power offers true 24-hour emergency service with technicians based locally in Fleetwood. The three-year contract would cost approximately \$4,000 for the first year and \$2,900 for years two and three, covering twice-yearly inspections and annual maintenance for all three generators.

Motion to accept the 3-year contract for generator maintenance with Penn Power made by Joe Boyle, seconded by Kelly Dudash and passed unanimously.

The Board also discussed a proposal to purchase a hot water pressure washer (approximately \$7,800.00) for cleaning vehicles and equipment.

Motion to purchase the hot water pressure washer was made by Al Worrall, seconded by Kelly Dudash, and passed unanimously.

COMPLETE MAINTENANCE REPORT ATTACHED

SOLICITOR- Mark Merolla

Mark Merolla provided an update on a delinquent account at 29 Midland Avenue, which now exceeds \$4,000. He reported that despite multiple notices, they've received no response from the property owner. The Board discussed whether the property might be vacant, though Matt Hauck mentioned seeing garage doors open recently, indicating some activity.

The solicitor suggested sending one final notice explaining that if no response is received, the Authority could pursue a judgment and sheriff's sale of the property. The Board also discussed the possibility of working with AVMA to determine if sewer service could be restricted.

BUSINESS OFFICE- Christeena Hauck

Christeena Hauck mentioned attending a training class in Pottstown, which was interrupted by the discovery of a kitten trapped in her car engine. After an hour and a half effort involving several people, the kitten was rescued and is now being kept as a shop cat at Hawk Towing in Gilbertsville.

Christeena also mentioned needing RSVPs for the holiday dinner by Friday, November 14, 2025.

SOURCE WATER PROTECTION- Joe Boyle

Joe Boyle reported that several trees at the lake need to be removed. He obtained quotes from two companies: Ken's Tree and Landscaping at \$3,600 and Bolder Quality Tree Care at \$3,750 for removing three trees and trimming others with dead limbs overhanging the trail.

Motion to accept Ken's Tree and Landscaping's quote was made by Kelly Dudash, seconded by Joe Boyle, and passed unanimously.

Joe Boyle also mentioned ordering six signs to notify park visitors that there will be no winter maintenance on the lake trail. Additionally, he is working with local police departments to address issues with motorized vehicles and e-scooters being used around the lake, basketball courts, and other areas. He noted that appropriate ordinances must be in place for enforcement, which Mt. Penn has but Lower Alsace Township does not yet have.

He also emphasized the need for signs prohibiting ice fishing and ice skating on the lake, which is now 9.5 feet deep with springs that could make the ice weak in certain areas.

BOROUGH OF MT. PENN-

No Report.

ANTIETAM VALLEY MUNICIPAL AUTHORITY (AVMA)-

No Report.

UNFINISHED BUSINESS-

- **PA American Water Rate Structure/Contract**

Mr. Merolla reported PA American Water agreed to a rate of \$4.50 per thousand gallons, with no minimum or maximum requirements. The contract would start in the second quarter (April 2026) and run for three years with two optional three-year renewal periods at 10% increases (approximately \$4.95 and \$5.45). The solicitor will present a formal contract for approval at the December meeting.

- **AVRCC**

Troy Goodman reported he and Josh Nowotarski met with members of AVRCC about ground maintenance and facility responsibility. They proposed charging approximately \$500-1,000 per month, but AVRCC indicated that Lower Alsace Township may be willing to help maintain the top lot, basketball courts, and other areas, possibly contributing \$10,000 towards ground maintenance.

The Board discussed requiring documentation of this arrangement in writing. They also considered a structure where even if Lower Alsace Township provides maintenance, AVRCC would still pay rent that would go into a capital fund for future repairs and improvements of the Recreation Center.

Troy mentioned that he received AVRCC's financial report and will compare their bank statements to the budget they provided.

NEW BUSINESS-

Joe Boyle mentioned that with the state budget passed, he hoped to hear about the PA Small Water and Sewer grant for Crystal Lake applied for by Lower Alsace Township which would fund BMPs and spillway correction work.

Motioned by Troy Goodman, seconded by Al Worrall, to adjourn the meeting at 8:40 p.m. All were in favor.

The next meeting will be held on Wednesday, December 10, 2025, at 7:00 p.m.

Respectfully submitted,

Christeena Hauck
Office Manager