

**MOUNT PENN BOROUGH MUNICIPAL AUTHORITY**

**MINUTES**

**REGULAR MEETING**

**DECEMBER 13, 2023**

The regular meeting of the Mount Penn Borough Municipal Authority was held on Wednesday, December 13, 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 Vice Chairman Joe Boyle. The following Board members were also present:

Alfred Worrall, Treasurer  
Kelly Dudash, Assistant Treasurer  
Chairman Staron arrived later.

Also present were the following:  
Christeena Hauck, Office Manager  
Matt Hauck, System Supervisor  
Steve Riley, Entech Engineering  
Mark Merolla, Solicitor

**AUDIENCE PARTICIPATION-** None.

Al Worrall motioned, seconded by Kelly Dudash, to approve the minutes of the November 8, 2023, meeting. The motion carried unanimously.

**TREASURER-** Alfred Worrall

Joe Boyle asked what the total was of disaster repair costs related to the flood of 2023. He is in contact with the Governor's office to seek help with some reimbursement of disaster expenditures.

Following discussion, motioned by Kelly Dudash, seconded by Al Worrall to approve the November Treasurer's Report. The motion carried unanimously.

After discussion of the 2024 Budget, Joe Boyle made the motion to approve the 2024 Preliminary Budget, seconded by Kelly Dudash. The motion carried unanimously.

**ENGINEER**- Steve Riley

Steve Riley presented Application for Payment #2 from R.E. Pierson for the second Antietam Creek crossing Motioned by Joe Boyle, seconded by Al Worrall to authorize payment of Application #2 to R.E. Pierson in the amount of \$112,070.00. All were in favor.

Steve Riley explained the need for the Antietam Road water main replacement in front of the high school. After discussion, Joe Boyle made the motion to authorize the engineering work order for design, bidding and permitting of the Antietam Road Water Main Replacement a total of \$ 29,100.00, seconded by Kelly Dudash. Steve Riley anticipates bidding in late winter and work to begin by spring 2024.

The LSA grant application for the Neversink Tank Rehabilitation was submitted for \$650,000.00.

The PADEP Public Water Supply permit application was submitted for the replacement Spook Lane Tank.

Work continues the SCADA project to determine how to structure the project given the use of grant money.

Still waiting to hear on the H2O Grant Application for Spook Lane Tank.

The generator for the Carsonia Pump Station is scheduled to be shipped by the end of December.

Received the Lower Alsace Township 2024 paving schedule. After review, it appears there are no locations where a water main/service replacement is required prior to the Township paving. Still awaiting the Exeter Township 2024 paving schedule.

**WATER SYSTEM** –Matthew Hauck

The monthly maintenance report was reviewed.

Four meters were installed in the new townhomes on Hawley Court.

Security lights were installed at the shop.

Matt Hauck attended a class regarding PFAS. Checking into professional testing to perform and educate the staff on this testing process.

The service line inventory for the lead and copper requirement is progressing. We will need to get to the customer's side of the service. Will meet with Entech staff in the new year to discuss further options.

A proposal was submitted for security cameras at the shop from Mt Penn Video. This will be discussed at the next meeting.

## COMPLETE MAINTENANCE REPORT ATTACHED

### **SOLICITOR-** Mark Merolla

Mark Merolla reported AVMA will satisfy the outstanding invoices for the Emerald Ave unmarked sewer main.

A discussion was held regarding the hydrant use policy and the installation of the fill station at a central location, possibly Parkview Ave. Matt will try to get a cost for the next meeting.

The human relations complaint that was filed against MPBMA accidentally was dismissed.

Mark Merolla will submit documents for review at the next meeting for a program that would request the denial of permits issued by the municipality if the property's account is in arrears. Also, a policy for a summary offense to be issued for a violation of the MPBMA rules.

AVRCC Lease renews in 2024. This needs to be reviewed. There is a need for maintenance staff around the park. Conditions of the park, the recreation center, and the future of park maintenance were discussed. Joe Boyle will contact Lynn Wilson.

### **BUSINESS OFFICE-** Christeena Hauck

Christeena Hauck reported Mount Penn Borough purchased a new Christmas tree for Borough Hall. After discussion, Tom Staron made the motion to contribute half the cost of the tree, seconded by Joe Boyle. The holiday lights at both Antietam buildings, Trinity and Borough Hall, Fire House and many more places were donated and decorated by David's Cleaning.

Staff will be allowed to use PTO time for December 26<sup>th</sup>. Signs will be posted on the building and website.

Joe Boyle authorized the purchase of the employee gift cards, seconded by Al Worrall. The motion carried unanimously.

### **SOURCE WATER PROTECTION-**

The Growing Greener Grant application is still under review.

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

Joe Boyle made the motion to waive the 2024 Hydrant rental fee, a total of \$5,500.00, seconded by Tom Staron. The motion carried unanimously.

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

No Report.

**UNFINISHED BUSINESS-**

No Report.

**NEW BUSINESS-**

Al Worrall made the motion to increase the base rate for water to \$75.00 per quarter effective January 1, 2024, seconded by Joe Boyle. The motion carried unanimously.

Al Worrall made the motion to increase the Shut-Off Posting Fee to \$50.00 and the Turn-on Fee to \$100.00 effective January 1, 2024, seconded by Kelly Dudash. The motion carried unanimously.

Tom Staron called for an Executive Session at 8:48 p.m. to discuss personnel. Regular Session resumed at 9:05 p.m.

Kelly Dudash made the motion to approve the updated Operator job description, seconded by Al Worrall. The motion carried unanimously.

Al Worrall made the motion to approve the employment offer to Brandon Trout effective January 15, 2023, at a rate of \$23.50 per hour, seconded by Kelly Dudash. All were in favor.

Motion by Al Worrall, seconded by Kelly Dudash to approve a 3% salary increase for the staff for 2024. The motion carried unanimously.

The motion was made by Tom Staron, seconded by Al Worrall, to adjourn the meeting at 9:10 p.m.

The next meeting will be held on Wednesday, January 10, 2024, at 7:00 p.m.

Respectfully submitted,

*Christeena Hauck*

Christeena Hauck  
Business Office Manager