

Bethel Township Municipal Authority  
Meeting Minutes  
August 3, 2016

The meeting was called to order by Chairman Harold Gruber at 7:03 pm followed by the Pledge of Allegiance. The roll call was taken.

In attendance were Harold Gruber, Kevin Stupp, David Younker, and Robert Lingle. Carl Kauffman was absent. Also in attendance were Solicitor Michelle Mayfield, Engineer Jim McCarthy and Secretary Erin Kreitzer.

Public Comment on Agenda Only –None

Approval of minutes-

A motion was made by David Younker to approve the minutes of the July 6, 2016 meeting with the change being made that Randall Haag, our part time maintenance employee, will have to report to the Board if he works over 40 hours per month and the motion was seconded by Robert Lingle. All agreed and the motion was passed.

Member Report-

David Younker-Nothing at this time.

Carl Kauffman-Absent

Robert Lingle-Nothing at this time.

Harold Gruber-Nothing at this time.

Kevin Stupp –Kevin Stupp reported that the DMR report for June indicated no problems of significance at either treatment plant. Kevin also informed the Board that we received some literature regarding Pennsylvania 811 seminars on pipeline safety. The Board spoke with Randall Haag who was present at the meeting about attending this. Mr. Haag will attend the seminar at the Crowne Plaza in Wyomissing on August 23, 2016 at 5:30.

Solicitor Report-

Solicitor Mayfield stated that all items will be covered on the agenda.

Engineer Report-

**BTMA Meeting – August 2016 Report**

The Bethel Township Municipal Authority Engineer activity for the month of July 2016 is as follows:

**1. Chapter 94 Reports**

- McCarthy received review letters from DEP, dated July 19, 2016, for the Bethel and Frystown 2015 Chapter 94 Reports. McCarthy will review the comments and resubmit them to DEP as soon as possible.

**2. Frystown Sewer Repair – Mr. Rehab Video**

- McCarthy received a time and expense cost of approximately \$1,650 for Mr. Rehab to complete the televising work of the sewer lateral from the treatment plant as discussed at the last meeting. The Authority should clarify if they would like McCarthy to coordinate the work with Mr. Rehab, or if they will authorize the work directly.
3. ProLogis
    - Per the Solicitor's request, McCarthy reviewed the prepared Maintenance Agreement for the force main extension and responded with comments. McCarthy is also waiting on feedback from Schlouch on whether the drainage issues at 9461 Old Route 22 have been resolved as discussed.
  4. Hauled-In Waste Rate Comparison
    - McCarthy reviewed available hauled-in waste rate data from some surrounding municipalities for the purpose of comparing the rates per the proposed increase for BTMA. A separate Memo was provided outlining the findings.
  5. NPDES Permits
    - McCarthy received notification from the Authority that the NPDES Permits for the Frystown and Bethel treatment plants both expire in 2017 and will require renewal. McCarthy has begun to gather the required documentation to ensure that everything necessary has been documented for the renewal process.
  6. Vesper Development
    - McCarthy supplied the applicant's engineer with copies of the Frystown Chapter 94 Report and sewer system as-built plans for their use in addressing DEP comments related to the Part II Water Quality Permit for the proposed pump station and sewer main extension.

### Unfinished Business

Main Pool & Chemical (Door Damage)-Erin Kreitzer informed the Board that she spoke with Dale Stump regarding getting the door replaced. Mr. Stump said he would order the materials and that it would probably be about three weeks until they came in. Randall Haag informed the Board that the materials are at the plant and Dale Stump should be out shortly to make the repairs.

Berks Park Flows-Kevin Stupp informed the Board that these flows seem to be back under control and that we received a memo from Stever Haver that they believe they found the cause of the increase. Kevin also said he will look into getting a bill together to bill Berks Park for these extra flows.

Hauled In Waste Rates-Kevin Stupp reviewed the memo that was prepared by McCarthy Engineering showing hauled in waste rates from Manheim Area Water & Sewer Authority and Exeter Twp. A motion was made by Kevin Stupp to increase the holding tank waste rate from \$2.25 to \$3.00 for 0% to less than 5% (.0225 to .03 per

gallon) and the septage rate from \$3.75 to \$5.00 for 5% or more (.0375 to .05 per gallon). The motion was seconded by Robert Lingle, all agreed and the motion was passed. Solicitor Mayfield stated that they will prepare a resolution amending the fees and costs schedule for the next meeting. Erin Kreitzer and Kevin Stupp will put a letter together to our haulers letting them know of the rate increase.

Spec. Review-Solicitor Mayfield stated that they only have this form in pdf format but they can convert it to word to make any changes and if the Board is agreeable to the changes then they can make a resolution to adopt this at the next meeting. A motion was made by Harold Gruber to have our solicitor's office make a resolution to adopt the changes pending the review of the changes by all the Board members and to have this completed for our September meeting. The motion was seconded by Kevin Stupp, all agreed and the motion was passed.

Prologis Line-Act 537-Kevin Stupp informed the Board that he would like to attend one of the township's meetings to discuss this matter and Harold Gruber may attend the meeting with him as well.

Mr. Rehab Quote-We received a quote from Mr. Rehab for \$1,650.00 for them to complete the televising on the sewer lateral as discussed in our previous meeting. A motion was made by Harold Gruber to have McCarthy Engineering head up this project with the stipulation that the dollar amount of repairs is not to exceed \$10,500.00 for televising and repairs. The motion was seconded by Robert Lingle, all agreed and the motion was passed.

Executive Meeting-A personnel executive meeting was held. The Board meeting was brought back to order and it was decided no action is to be taken at this time.

#### New Business

NPDES Permits-Kevin Stupp made a motion to authorize McCarthy Engineering to prepare the NPDES Permits for renewal for the Frystown and Bethel plants. The motion was seconded by Robert Lingle, all agreed and the motion was passed.

#### Payment of bills-

Kevin Stupp made a motion that we accept the report, pay current bills, and any future bills due before the next meeting. Robert Lingle seconded the motion, all agreed and the motion was passed.

#### Adjournment-

David Younker made a motion to adjourn the meeting. Kevin Stupp seconded the motion, all agreed and the motion was passed. The meeting adjourned at 8:04 pm.

Respectfully submitted,

Erin Kreitzer