

Bethel Township Municipal Authority
Meeting Minutes
September 7, 2016

The meeting was called to order by Chairman Harold Gruber at 7:02 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 –Mike Kreiser (Select Environmental Services), Ken Kramer (K & W Septic Service), Dan Nolt and Marlin Nolt (Septic Solutions) attended the meeting to discuss our hauled in waste rates. (See below under new business)

Approval of minutes-

A motion was made by Robert Lingle to approve the minutes of the August 3, 2016 meeting. The motion was seconded by David Younker, all agreed and the motion was passed.

Member Report-

David Younker-David Younker inquired about vent pipes that stick up out of the ground and he doesn't want the township to mow over them. David will do some research into which ones need markers placed next to them. We can discuss this at the next meeting.

Carl Kauffman-Absent

Robert Lingle-Nothing at this time.

Harold Gruber-Harold Gruber reported that the plant doors were left unlocked by Jesse Alspaugh from AgLand; and that they were notified of this error. Harold asked if we should look into changing the codes at the plant as too many people have access. We will have to think about this.

Kevin Stupp –Kevin Stupp reported that the DMR report for July indicated that there was one final effluent water quality violation at the Bethel plant for fecal coliform. The UV bulbs were replaced and the tank was cleaned out and the problem was corrected. Mike Kreiser from Select Environmental also notified the Board that the auto dialer was replaced at the Bethel plant by W.G. Malden. Kevin also informed the Board that we had a permit application from Melvin Herr and that we need to have him fill out the form for commercial business. It was also discussed that this commercial form should be put into our new rules and regulations packet that is currently being put together. Kevin also spoke to the Board regarding a grant that is available to sewer authorities and we may want to take a look into taking advantage of this grant. Kevin will forward the link regarding this grant to Jim McCarthy and Michelle Mayfield. Kevin also informed the Board that he will be attending the September township meeting to discuss the Act 537 plan.

Solicitor Report-

Solicitor Mayfield reported that Prologis' attorney has approved the maintenance agreement and they hope to have the signed contract back by the next meeting. Solicitor Mayfield also stated that they are currently working on the rules and regulations with McCarthy Engineering and they will have that document out for review so that we can adopt a resolution at the October meeting.

Engineer Report-

BTMA Meeting – September 2016 Report

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

1. Chapter 94 Reports

- McCarthy resubmitted the sections of the Frystown and Bethel reports that had comments to DEP on August 15th. We are awaiting notification of approval from DEP.

2. Frystown Sewer Repair – Mr. Rehab Coordination

- Mr. Rehab estimated a price of approximately \$2,500 to permanently fix the issue with the lateral at the treatment plant if it is completed at the same time as the televising (for ±\$1,650). McCarthy let Mr. Rehab know that they have been authorized to do the televising and sewer repair, and are awaiting a response from Mr. Rehab regarding when the work will be scheduled.

3. 9461 Old Route 22 - Inspection

- McCarthy performed an inspection of Schouch's work on August 19th and issued a memo of the findings. The homeowner is accepting of the revised grading and underdrain that were installed to help relieve the standing water issue at his property frontage.

4. Authority Regulations and Standard Detail Updates

- McCarthy is working on making all of the updates to the regulations on standard details as outlined in the previous memo in conjunction with the Solicitor's office. The documents should be ready to be finalized prior to the October meeting.

5. NPDES Permits

- McCarthy is waiting on some testing results to complete the application package for the Frystown plant renewal. The renewal for the Frystown Treatment plant must be submitted to DEP by January 1, 2017.
- The Bethel Plant renewal must be submitted by April 31, 2017. Would the Authority like McCarthy to start work on gathering information for the renewal for the Bethel Plant now, or wait until 2017?

6. Vesper Development

- McCarthy received a letter dated August 24th, 2016 with comments from DEP related to the Part II Water Quality Permit. McCarthy will work with Vesper's engineer, HRG, to determine if any additional information from the Authority is required to resubmit the permit.

7. Berks Park 78

McCarthy provided an email to the Authority on August detailing sewer rate billing procedures for the Berks Park 78 property based on their agreement and standard Authority regulations.

Unfinished Business

Spec. Review Resolution-This was discussed under the solicitor's report.

New Business

HIW Rates-We had several of our HIW haulers attend the meeting to discuss the possibility of raising our hauled in waste rates. After much discussion it was decided that we need to do a little more research and wait until the end of the year before seeing if we will raise these rates. A motion was made by Kevin Stupp to rescind the August meeting's motion of raising 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.

MuniciPay-Erin Kreitzer informed the Board that the MuniciPay service fee rate for the customers is going up from 2.45% to 2.65% and also that if we don't have \$8,000 in sales we will need to pay a \$25 Monthly software support fee as of January, 2017. Erin also informed the Board that we currently only have one customer who uses this service a month. Harold Gruber mentioned that we should put a letter together for this customer letting them know that we will be discontinuing this service. Erin will make sure to get this letter sent out. A motion was made to cancel our MuniciPay by Kevin Stupp. The motion was seconded by Robert Lingle, all agreed and the motion was passed.

Insurance-Kevin Stupp informed the Board that our insurance will be going up by \$800.00.

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. David Younker seconded the motion, all agreed and the motion was passed.

Adjournment-

Robert Lingle made a motion to adjourn the meeting. Kevin Stupp seconded the motion, all agreed and the motion was passed. The meeting adjourned at 8:30 pm.

Respectfully submitted,

Erin Kreitzer