

Bethel Township Municipal Authority  
Meeting Minutes  
May 2, 2018

The meeting was called to order by Chairman Harold Gruber at 7:00 p.m. followed by the Pledge of Allegiance. The roll call was taken.

In attendance were Harold Gruber, Kevin Stupp, Robert Lingle, John High and David Younker. Also in attendance were Solicitor Beth Auman, Engineer Jeremy Brumbach and Secretary Erin Kreitzer.

Public Comment on Agenda Only –None

Approval of minutes -

A motion was made by Robert Lingle to approve the minutes of the April 4, 2018 meeting. The motion was seconded by John High, all agreed and the motion was passed.

Member Report -

David Younker – Nothing at this time.

John High – Nothing at this time.

Robert Lingle –Nothing at this time.

Harold Gruber –Nothing at this time.

Kevin Stupp –Kevin informed the Board that we are going to start using Cory Cummings with Smrtguys for our computer needs. We want to have him update our virus software, redesign our email and look into automatic backups as opposed to the manual backups that Kevin has been doing. Erin will call Cory to set this up for next month. Kevin also informed the Board that the audit draft has been completed and he needs to review it before the final copy can be completed. He also reported that he has a letter ready to send to Pennvest regarding our adverse financial conditions. Erin will send a copy of this letter to Solicitor Magovern to review before we send it to Pennvest. Kevin also reported that he will look into getting a letter together to our meter reading customers asking that they submit monthly reports to the Authority.

Business Manager Report-Erin reported that there were no violations at either plant.

Solicitor Report – Solicitor Auman stated all items will be covered on the agenda.

Engineer Report –

**BTMA Meeting - May 2018 Report**

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

**1. Vesper Development**

- All sewer installation along Camp Swatara Road is complete.
- All testing on Camp Swatara Road is complete.
- “Punch List” items remain for restoration of landscaping for the property at 2060 Camp Swatara Road. McCarthy met Muschlitz on site on 5/1/2018 to discuss further restoration at the property. McCarthy has also provided wet weather photos showing drainage issues at the property to the contractor.

- McCarthy has reviewed and approved the connection of the water treatment building on 4/28/2018. The Authority can begin charging monthly user fees for the 3 EDUs allocated to the building. The Authority will need to keep track of the building EDU allotments as they connect and begin charging monthly user fees.
- 2. Prologis Development
  - Repairs are being made to the existing valve vault installed as part of the force main along Old Route 22
- 3. Dieffenbach's
  - a. Force main installation is complete. McCarthy is awaiting pressure testing to be completed on the force main to the existing valve vault on Old Route 22. A pressure test was attempted on 4/26/2018, but the flanged connection on the existing plug valve upstream of the air release valve in the vault was not properly tightened and the rubber gasket ruptured.
- 4. North Point
  - a. McCarthy provided a conditional willingness to serve letter to Ludgate Engineering on 4/11/2018
- 5. Frystown WWTP Upgrade
  - a. McCarthy has contacted the environmental services manager at Flying J and is awaiting a return phone call to set up a meeting to discuss the connection of the Flying J plant.

#### Plant Maintenance-

Lehmas Moyer reported that Mike Kreiser is looking into changing the runways around at the Frystown Plant and pumping the water from tanks into the number 2 about two weeks from now. Lehmas asked Jeremy as to who is responsible for inspection for Duke Realty and Jeremy will take care of it. Lehmas informed the Board that Hower Landscaping is having trouble mowing around a tree that is down at the Old 22 pump station. The tree is on the fire company's property and therefore their responsibility to clean up. Erin will call Carl Weaver regarding clean up. Lehmas also informed the Board that there are 2 chemical pumps at the Bethel Plant and 2 chemical pumps at the Frystown Plant that they never use, do we want to try and sell them? Jeremy will take a look at the pumps and see if he thinks they are worth anything. Harold Gruber asked about our posting the job opening to replace Lehmas. A motion was made by Harold Gruber to post the part-time maintenance position out front of the township building and we will also post it on the township's website. The motion was seconded by David Younker, all agreed and the motion was passed.

#### Unfinished Business

Notice to Connect Letter-Kevin would like to have a draft of this letter ready for June's meeting.

Pennvest Letter-This topic was discussed under member report.

Delinquent Accounts-We are still working on getting this list together.

### New Business

John Brown Request-Erin informed the Board that she had spoken to John Brown on the phone. He was wondering if he will be receiving the escrow money he would have gotten for a grinder pump towards his gravity feed project. The Board will most likely revisit this topic at the next meeting. We also need to work on getting an invoice together for Mr. Brown from the legal and engineering costs that he has accrued from this project.

Act 537-Kevin addressed Township Supervisor Mike Graby regarding getting the Authority, the Board of Supervisors and the Planning Commission together to discuss the Prologis extension area and possibly having it become an Act 537 area. They will come up with a meeting time for this.

### 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. The motion was seconded by David Younker, 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 8:24 pm.

Respectfully submitted,

Erin Kreitzer