

Bethel Township Municipal Authority  
Meeting Minutes  
January 2, 2019

The meeting was called to order by Secretary Erin Kreitzer at 7:00 p.m. followed by the Pledge of Allegiance. The roll call was taken.

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

Reorganization- Kevin Stupp made a motion to nominate Harold Gruber for Chairman. Robert Lingle seconded the motion, all agreed and the motion was passed. Robert Lingle made a motion to nominate David Younker for Vice Chairman. The motion was seconded by Kevin Stupp, all agreed and the motion was passed. Harold Gruber made a motion to nominate Kevin Stupp for Treasurer. The motion was seconded by Robert Lingle, all agreed and the motion was passed. Harold Gruber made a motion to nominate Robert Lingle as Assistant Treasurer. The motion was seconded by John High, all agreed and the motion was passed. John High made a motion to nominate Erin Kreitzer for Secretary. The motion was seconded by Kevin Stupp, all agreed and the motion was passed. Robert Lingle made a motion to nominate John High for Assistant Secretary. The motion was seconded by David Younker, all agreed and the motion was passed. A motion was made by Robert Lingle to accept resolutions 2019-01 to 2019-05 to appoint our engineer, solicitor, financial institution, auditor, and plant operator. The motion was seconded by Kevin Stupp, all agreed and the motion was passed.

Public Comment on Agenda Only –None

Approval of minutes -

A motion was made by John High to approve the minutes of the December 5, 2018 meeting. The motion was seconded by David Younker, 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 –Nothing at this time.

Business Manager Report-

Erin Kreitzer informed the Board that they each have a copy of all the scheduled township meeting dates for 2019. She also informed the Board that they were invited to the Board of Supervisor's appreciation event scheduled for February 9, 2019 and that they are to respond by January 25, 2019.

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

Engineer Report –

A motion was made by Harold Gruber to release \$298,350.00 of original bond for Duke Realty, LLC. and retaining the \$52,650.00 until maintenance bond is received and dedication of the line is taken. Robert Lingle seconded the motion, all agreed and the motion was passed.

Kevin Stupp made a motion authorizing McCarthy Engineering to prepare the 2018 Chapter 94 Reports. The motion was seconded by David Younker, all agreed and the motion was passed.

**BTMA Meeting – January 2019 Report**

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

1. Dieffenbach's NOV
  - a. The first round of sampling results were provided by Mike Marlowe at Dieffenbach's. No analytes were reported above normal residential strength.
  - b. Ken Allgyer from Hoover building informed McCarthy that the flow meter and transmitter were connected and had power on December 27<sup>th</sup>, 2018.
2. Duke Realty, LLC – Central Logistics Boulevard
  - a. McCarthy has received a request for financial surety reduction in the amount of \$351,000.00 from Duke Realty. McCarthy recommends that the Authority withhold \$52,650.00 (15%) until the maintenance bond is secured and release \$298,350.00 of funding surety. McCarthy also recommends that upon securing the maintenance bond that the Authority release the \$52,650.00
3. 2018 Chapter 94 Reports
  - a. The Authority needs to provide authorization for McCarthy to prepare the 2018 Chapter 94 Reports for review at the February 2019 meeting

Plant Maintenance-

Randy Haag reported that he purchased another ballast from Ace Hardware and is in the process of getting the 12' ladder from Ace Hardware that he requested last month. The auger was cleaned at the Frystown Plant, raptors at Bethel and Frystown were taken care of. The mouse hole in the ceiling has been repaired. He replaced an air hose and found a new way to clamp it and will replace the other hoses this same way. Randy also reported he has enough material left to clean the wet wells once and then he will talk to SES about ordering more material. He also reported that there is still a layer of grease that he would like to get pumped out. Jeremy will talk to Liz about this and see if she thinks they should have this done.

Unfinished Business-

PMAA-Kevin Stupp reported that he spoke with Cindy Geesaman from the PMAA and our unemployment compensation rate has dropped and if we cancel our membership with the PMAA then we will have to get this compensation through the state which will cost us more money than through PMAA. A motion was made by Kevin Stupp to rescind last month's motion to cancel our membership with the PMAA and to renew our membership with them. The motion was seconded by John High, all agreed

and the motion was passed.

#### New Business

DPIF2 PA 4, Midway South, LLC.-A motion was made by Kevin Stupp to authorize Harold Gruber to sign the sewer capacity agreement and sanitary sewer improvements agreement with DPIF2 PA 4 (Dermody Properties) upon receiving signed agreements from DPIF2PA 4 and upon receiving financial security and escrow. The motion was seconded by David Younker, all agreed and the motion was passed.

Duke Realty-Request for Reduction of Financial Surety-This topic was covered under the engineer's report.

RAR2-Bethel Industrial, LLC.-Sewage Facilities Planning Module-A motion was made by Kevin Stupp to authorize Harold Gruber to sign the RAR-2 Bethel Industrial, LLC. planning module stating that our plant has this capacity. The motion was seconded by Robert Lingle, all agreed and the motion was passed.

Resolution for Amending Rules and Regulations for Operation of the Authority Sewer System-A motion was made by Robert Lingle to adopt resolution 2019-06 to amend the rules and regulations of the authority to address meters for large consumers. The motion was seconded by John High, all agreed and the motion was passed.

Hower Landscaping 2019 Rates-The 2019 rates were discussed by the Board. The Board decided to table this discussion until the next meeting. A motion was made by John High to authorize Erin Kreitzer and Randall Haag to acquire some new landscaping bids and to put together a plan of specific areas that need to be mowed/weed wacked. The motion was seconded by Kevin Stupp, all agreed and the motion was passed.

McCarthy Engineering 2019 Rates-A motion was made by John High to accept McCarthy Engineering's 2019 rates. The motion was seconded by David Younker, all agreed and the motion was passed.

Executive Session-An executive session was called by Harold Gruber to discuss personnel matters. The Board meeting was then reconvened by Harold Gruber. Kevin Stupp made a motion that effective January 1, 2019 Erin Kreitzer's pay rate be increased to \$18.80 and Randall Haag's pay rate be increased to \$18.75. Also effective February 1, 2019 (upon his probationary period ending) Ed DeMille's pay rate will be increased to \$18.75. The motion was seconded by David Younker, 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. The motion was seconded by David Younker, all agreed and the motion was passed.

Adjournment

John High made a motion to adjourn the meeting. Kevin Stupp seconded the motion, all agreed and the motion was passed. The meeting adjourned at 8:18 pm.

Respectfully submitted,

Erin Kreitzer