Bethel Township Municipal Authority  
Meeting Minutes  
December 9, 2020

The meeting was called to order by Chairman Harold Gruber at 7:02 p.m. followed by the Pledge of Allegiance. The roll call was taken.

In attendance were John Brown, John High, David Younker, Harold Gruber and Robert Lingle. Also, in attendance were Solicitor Michelle Mayfield, Benjamin Riepnieks from McCarthy Engineering 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 November 4, 2020 meeting. The motion was seconded by John High all agreed and the motion was passed.

Member Report – John Brown – Nothing at this time.  
John High – Nothing at this time.  
Robert Lingle – Nothing at this time.  
Harold Gruber – Nothing at this time.  
David Younker – Nothing at this time.

Business Manager Report - Erin Kreitzer reported that she had received an email from Mike Kreiser from November 30 that there was another violation at Bethel, which they got under control. There was a combination of solids sticking to the chains and flights and going under the weir. This problem can be helped if they install baffles, which they did at Frystown and it helped the problem. Dutchland will be out to give a price quote. Erin also reported that she received a note from 380 Frystown Road that asked why we don’t give an option to pay the entire year with a 5% discount. Erin also informed the Board that she received a letter from Acela Architects and Engineers asking us to consider them for our engineering needs and that if anyone is interested, she can pass the letter around.

Solicitor Report – Solicitor Mayfield asked if the Board would like them to prepare the 2021 resolutions. A motion was made by Harold Gruber to authorize our Solicitor’s office to prepare the appointing resolutions for 2021. The motion was seconded by Robert Lingle, all agreed and the motion was passed.

Engineer Report – John Brown questioned the cost of approximately $15,000.00 per well to be very expensive and he thinks that it could be done for cheaper. Also we need to try to find where we can find the As Built plans for these pumping stations. Our Solicitor’s office will check into this as well as trying to call our previous, engineer Vision Engineering. Also brought to our attention was the sewer capacity request for Bethel Burger King which Harold Gruber will sign and our Solicitor’s office will prepare a capacity agreement.
BTMA Meeting – December 2020 Engineers Report
The Bethel Township Municipal Authority Engineer activity for the month is as follows:

1. **North Point Development Sewer**
   a. Schlouch Construction began on October 7, 2020 to install the sanitary sewer. Construction is 95% complete. McCarthy Engineering is inspecting and documenting the installation. Sewer will be maintained by North Point.

2. **BTMA Sewer Cleaning and Televising Program**
   a. McCarthy Engineering was asked by John Brown to provide an estimate for the cleaning.
   b. Based on other local municipalities Cleaning and Televising programs McCarthy Engineering estimates that the annual program will cost approximately $55,000.00/year.
   c. The program will be 5-year cycles with the repairs beginning in year two after the cleaning and televising from year one, and so forth for the 5-year cycle.
   d. McCarthy Engineering is recommending BTMA move forward with the cleaning and televising of sewer lines to preserve the investment in the system and to monitor and repair I&I.

3. **Well Drilling/Plumbing/Electrical at Bethel Pump Stations**
   a. McCarthy Engineering and Ed from BTMA met November 4 on site with Fred from Sensenig and Weaver Drilling to discuss the well drilling at the Bethel pump stations.
   b. McCarthy Engineering and Randy from BTMA met November 18 on site with Matt Thompson of Thompson Plumbing to discuss the plumbing/electrical at the pump stations.
   c. The wells will provide potable water for employee cleanliness and equipment cleaning.
   d. Since no plans or as built plans exist for either pump station, underground utility mapping will be required to avoid damage to existing facilities. An existing conduit/stub up with copper water piping is present at both locations, the well line will use this conduit. McCarthy Engineering has reached out to a utility locators service for an estimate of the mapping. Randy has mentioned he has a contact for the trench/restoration through the roads program.
   e. The estimate for drilling of the wells is $6,351.50/each, the plumbing/electrical estimate is $6,835.00/each, and locating/restoration $1000.00/each.
   f. The total for each pump station is estimated to be $14,185.50.

4. **Vesper Development-Bethel Business Park**
   a. Sanitary sewer cost estimate was approved by McCarthy Engineering. The Sewer Improvements Agreement was signed, and a check in the amount of $141,149.90 dated November 18, 2020 was sent to BTMA.

5. **Central Logistics**
   a. Working to complete remaining items, dedication to BTMA will be on January 2020 agenda, and 18-month monitoring started on December 2, 2020. Consent Agreement for CLP I (20 EDUs) was signed BTMA on December 1, 2020. Additional items are expected to be completed for the January 2021 BTMA Meeting.

6. **West Run**
   a. Working to complete remaining items, dedication to occur at later date.
7. **Berks County Planning Commission Sewage Information Request**
   a. On November 16, Berks County Planning Commission requested information relating to Bethel Township Sewer. BCPC requested updated maps, information relating to future development, and a copy of the Chapter 94 report. McCarthy Engineering has responded and given all requested information.

8. **Sewer Capacity Request – Bethel Burger King (Lancaster Avenue and Schubert Road)**
   a. Chris Dellinger, P.E., of HRG, Inc. has reached out for a sewer capacity request for planning exemption for construction of a Burger King located at the intersection of Lancaster Avenue and Schubert Road. McCarthy Engineering is requesting the Authority approve the willingness to serve letter and authorize the solicitor to prepare the capacity reservation agreement for 4 EDU’s.

9. **Maintenance Items at Pump Station and WWTPs**
   a. What is the plan to complete these items.

Plant Maintenance-. Randy Haag reported that they did their daily check of pump stations. At Frystown the sump pump died and they bought a new one. All the oil was changed in the grinders and he reported that at the Frystown Plant we are losing some oil over the period of the year and he is going to keep an eye on this. He met with Ben from McCarthy Engineering to discuss the wells. He also reported that the aluminum tank in the UV pits at Frystown disintegrated and that they had a new one made. John Brown suggested that Randy needs to have more tools on the BTMA truck so that it will make things easier and he won’t have to bring tools from home. John High told Randy to make a list of what he needs and bring it to the next meeting so that these things can be purchased.

Unfinished Business-
Vesper at Berks LP (Bethel Business Park)- A motion was made by John High to approve the sanitary sewer improvements agreement with Vesper at Berks, LP. The motion was seconded by Robert Lingle, all agreed and the motion was passed.

2021 Budget Approval- A motion was made by John Brown to approve the proposed 2021 Budget. The motion was seconded by Robert Lingle, all agreed and the motion was passed.

New Business
Assignment Agreement from Vesper to Duke- A motion was made by Robert Lingle to accept the assignment agreement of 34 EDU’s from Vesper at Berks, LP to Duke Realty Limited Partnership. The motion was seconded by John High, all agreed and the motion was passed.

McCarthy 2021 Rates-The Board decided to review this at the January meeting.

Hower Landscaping 2021 Rates- The Board decided to review this at the January meeting.

Garcia Garman & Shea- A motion was made by John High to confirm Garcia Garman and Shea’s request to be our auditors for the 2020 audit. The motion was seconded by John Brown, all agreed and the motion was passed.

2021 Meeting Dates- A motion was made by John High to accept the 2021 BTMA meeting dates. The motion was seconded by Harold Gruber, all agreed and the
motion was passed.

Payment of Bills
John Brown 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 John High, all agreed and the motion was passed.

Public Comment-None

Adjournment
David Younker made a motion to adjourn the meeting. The motion was seconded by John Brown, all agreed and the motion was passed. The meeting adjourned at 7:51 pm.

Respectfully submitted,

Erin Kreitzer