

Bethel Township Municipal Authority
Meeting Minutes
August 3, 2022

The meeting was called to order by Chairman, Harold Gruber at 7:01 p.m. followed by the Pledge of Allegiance. The roll call was taken.

In attendance were Harold Gruber, David Younker, Robert Lingle, John Brown and John High. Also, in attendance were Bill McMullen, Arro Consulting, Solicitor Michelle Mayfield and Secretary Erin Kreitzer.

Public Comment on Agenda Only –None

Approval of minutes - A motion was made by John Brown to approve the minutes of the July 6, 2022 meeting. The motion was seconded by David Younker, all agreed and the motion was passed.

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

Business Manager Report –Erin Kreitzer reported that she has checked into interest bearing accounts with FCCB and that we would be able to put some of our money into them, but they all have minimum withdrawals and we need to be able to have access to this money so we can't put it all into one of these accounts. We can decide in the future what we want to do. Erin also informed the Board that she needs Chairman Harold Gruber to sign the questionnaire we received from our insurance company for our renewal. Also, Chairman Gruber will need to sign Arro's updated forms that need to be submitted to the PA Department of Environmental Protection to make our plant operator changes.

Solicitor Report – Solicitor Mayfield stated nothing to report, all times covered on the agenda.

Engineer Report –The addition of the Bethel facility was once again discussed and it was decided after much discussion that we will just be putting an addition onto the existing plant in a pole building form so that we can save money. Bill McMullen will look into putting together specifications of what the Board wants and get quotes together on getting this built.

1. Frystown Treatment Facility Upgrade

ARRO personnel continue to be in communications with the Owner's (Flying J) designer (Dutchland, Inc.) and BTMA staff as needed.

Start-up of the facilities occurred/is occurring as of August 1st. There are a number of features (SCADA & alarms) that have not been installed and will not be function and/or available until October. It is recommended that acceptance of the upgrade does not occur until the facility is 100% complete and operational.

2. Land Development Plans

Note: All Land Development project correspondence will be forwarded to the developer/consultant and the Authority under separate cover.

A. RLP Martha LLC

We received an Application for Permit to Connect, Sewage Facilities Planning Module Exemption Request and plans for connection of the project to the existing Berks Park 78 sanitary sewer facilities on Martha Drive.

We will review the submission and provide comments to the developer and BTMA under separate cover.

B. Central Logistics – Lots 2, 3, 4

A request for escrow release was received and reviewed for Lot 4. A recommendation regarding the release was e-mailed to BTMA.

ARRO reviewed and approved an exterior flow meter mounting detail for Lots 2 & 3.

3. General Engineering

A. We obtained site plans and facility design plans for the Bethel WWTF. The plans depict a 38' x 60' future expansion to the west side of the structure. We have contacted the Berks Conservation District (BCD) for a copy of the E & S and/or NPDES reports for the original construction. BCD does not have any documents in their files and indicated the central PADEP office may have microfilm of some documents but most likely not have the E & S/NPDES reports. Calculations can be conducted utilizing the impervious area shown on the plans and pond size to approximate if the pond is adequate to handle a potential 38' x 60' (or smaller) expansion.

We have provided DeVon Henne, PLS the original plans in order to formulate a boundary and topographic survey quote for the site. Due to

the timeframe in which we provided the documents to him I asked that his proposal be submitted for the September Authority meeting.

- B. Historic flows from the Bethel and Frystown treatment facilities as well as Berks Park 78 and Dieffenbach's pump station are being compiled for future comparison and review of flows versus EDU's.
- C. Erin has been providing the Non-Residential Sanitary Sewer User Questionnaires. We will compile the information received and prepare a priority list for future investigation.
- D. ARRO will be implementing/establishing a program regarding requirements for non-residential user reporting of wastewater discharge strength and a review of discharge volumes based on items B & C above.

Plant Maintenance-In Randy Haag's absence Randy Behney reported that there was water coming out of the manhole covers at Brown Road and the manholes had to be pumped and that they found piles of work rags on the bottom, but that it is not our responsibility and that this is Berks Park 78's issue. He was, however, concerned could it be a problem for us in the future if this happened again and these rags bypassed into our system? Bill McMullen said unless there was a lot of force there shouldn't be an issue that they would get into our system. Randy also reported that usual maintenance work was done on the plants and pump stations. He asked if anyone knew of an old vacuum cleaner that was still working that they would be willing to give to the guys so that they could clean the rug easier in the office area at Bethel. They also washed the screens at both plants and as usual Frystown screens are terribly dirty. They also got supplies needed and fuel. Randy also reported that the dehumidifier at Frystown kept getting full and they readjusted some things and it is better. Also, Bethel only has one train which has been off for a year and there was a part that was broken and the chain will not move so this will need to be fixed. Randy also informed the Board that he is painting the doors at the pump stations because they were starting to get rusted.

Unfinished Business –None

New Business-

Duke Letter of Credit Release-A motion was made by Harold Gruber to release \$52,650.00 per Duke's maintenance bond release request letter. The motion was seconded by John Brown, all agreed and the motion was passed.

Bethel Business Park/Central Logistics Park, LP Letter of Credit Release-A motion was made by John Brown to release \$114,777.90 from \$140,149.90 with a balance of \$25,372.00 to remain in escrow. The motion was seconded by David Younker, 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 8:18 pm.

Respectfully submitted,

Erin Kreitzer