

Bethel Township Municipal Authority
Meeting Minutes
January 4, 2023

The meeting was called to order by Solicitor Elizabeth Magovern at 7:03 p.m. followed by the Pledge of Allegiance. The roll call was taken.

In attendance were Robert Lingle, John High, John Brown and Harold Gruber. Also, in attendance were Solicitor Elizabeth Magovern, Engineer Bill McMullen.

Reorganization—Robert Lingle made a motion to nominate Harold Gruber for Chairman. John High seconded the motion, all agreed and the motion was passed.

Robert Lingle made a motion to nominate John High for Vice Chairman. John Brown seconded the motion, all agreed and the motion was passed.

Harold Gruber made a motion to nominate Robert Lingle for Treasurer. John High seconded the motion, all agreed and the motion was passed.

John High made a motion to nominate Harold Gruber for Assistant Treasurer. John Brown seconded the motion, all agreed and the motion was passed.

Harold Gruber made a motion to nominate Bobbi Westhafer for Secretary. Robert Lingle seconded the motion, all agreed and the motion was passed.

John High made a motion to nominate Robert Lingle as Assistant Secretary. John Brown seconded the motion, all agreed and the motion was passed.

A motion was made by John High to accept the following resolutions for 2023:

2023-01 (First Citizens Community bank.)

2023-02 (Hartman, Valeriano, Magovern and Lutz, PC),

2023-03 (Garcia Garman & Shea, PC.)

2023-04 (Arro Engineering to maintain the Frystown and Bethel plant).

The township appointed Sean Ryan to the authority board.

The motion was seconded by John Brown, 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 14th, 2022 meeting. The motion was seconded by Bob Lingle, all agreed and the motion was passed.

Member Report

Robert Lingle – Nothing at this time.
John Brown – Nothing at this time
Harold Gruber – Nothing at this time.
John High – Nothing at this time.

Solicitor Report – Executive Session called for personnel reasons. The meeting was reconvened.

A motion was made by Harold Gruber to increase the payrate for secretary from \$22.00/hr. to \$25.00/hr. John Brown seconded the motion, all in favor and the motion was passed.

Business Manager Report – *Heidi Walburt decided not to take the position as business secretary. An executive meeting was called. Harold Gruber made a motion to accept the resignation and was seconded by John High, all agreed and the motion was passed. A motion was also passed to rescind the resignation of Bobbi Westhafer by Harold Gruber she will remain business secretary the motion was seconded by Robert Lingle and the motion was passed.*

A motion was made to enter into a 6-month CD in the amount of \$250,000 at First citizens bank at 4% interest. The motion was seconded by John High, all agreed and the motion was passed.

Bobbi reported that ethics forms will be handed out and must be turned in before May 2023

A motion was made by John High to keep David Younker on for snow removal if necessary. The motion was seconded by Harold Gruber, all in favor and the motion was passed.

Bobbi asked if the authority would be able to get a check scanner from the bank for the deposits. Robert will check on the cost when he takes the check to the bank for the CD.

Engineer Report – *A motion was made by John High to approve the engineer report. The motion was seconded by John Brown, all agreed and the motion was passed.*

A motion was made by John High to sign the revised Amazon building plan. The motion was seconded by John Brown, all agreed and the motion was passed.

1. Frystown Treatment Facility Upgrade

The Contractor was provided a revised punchlist based on site visits during start-up. The additions are primarily related to site restoration. To date the revised punchlist items have not been resolved.

The Contractor (Dutchland) provided ARRO with warranty information for a one-year mechanical and two-year structural warranty. ARRO staff reviewed the documents and forwarded to documents to Attorney Magovern for review. A response to the warranty submission was provided to the Contractor and developers consultant.

The developer's consultant was informed of the requirement to provide an eighteen-month maintenance bond as well as bond for paving. Our November 11, 2022 e-mail to the developer's consultant has not resulted in any additional communications to date

2. Land Development Plans

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

RLP Martha LLC (Unchanged from last month.)

We have not received a response to the request for a Non-residential Sanitary Sewer User Questionnaire forwarded to the developer's consultant. Upon receipt of the document, we will forward the EDU requirements to Attorney Magovern's office for the preparation of a Sewer Capacity Agreement.

3. General Engineering

- A. ARRO responded to a developer's consultant inquiry regarding tapping fees for a potential 80-unit townhouse project at 1931 Schubert Road.
- 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. BTMA provided ARRO 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.

4. Operations

- A. Slaymaker Electric was contacted to resolve a clarifier rake malfunction at the Bethel treatment plant. They replaced the contactor/motor saver that was burnt and discovered a bad electrical wire. They ran a new wire from the building to the control panel. The clarified rake is now operational.
- B. The clarifier rake on the dormant train continues to periodically break the shear pin. The prior BTMA maintenance staff and Dutchland previously worked on the rake and shear pin. Operators believe the problem may be due to the current water level during its operation (hanging/grabbing the ride rail and weight causing the shear pin to break).

It is recommended that the water level be raised to full depth and the clarifier rake operated when the tank is full. To do so requires the purchase of a plug for an approximate 10" (not verified) diameter crossover pipe to the aeration tank. An inflatable plug is recommended. A 10" inflatable plug plus additional air hose and chain is approximately \$450.00 to \$550.00. A variable 8" to 12" plug with additional air hose and chain would be a in the \$900.00 to \$1,100.00 range. An air compressor and/or air tank would also be necessary.

Plant Maintenance- Nothing at this time

Unfinished Business – Dollar General Warehouse should have water meters to regulate water usage.

New Business –

Approval needed for payment PMAA Membership Dues
Sewer Capacity Agreement for Airstate operating at 9237 Old 22 Bethel, PA 19507
80 Unit Townhouse proposal

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 -John Brown made a motion to adjourn the meeting. The motion was seconded by Robert Lingle, all agreed and the motion was passed. The meeting adjourned at 8:40 pm.

Respectfully submitted,

Bobbi Westhafer