

Bethel Township Municipal Authority
Meeting Minutes held
February 5, 2024

The meeting was called to order by Chairman Jake Meyer at 7:05 p.m. followed by the Pledge of Allegiance. The roll call was taken.

In attendance were Harold Gruber via Phone, David Younker, John High, Jacob Meyer and John Brown. Also, in attendance were Bill McMullen, Engineer Arro Consulting, Solicitor Elizabeth Magovern and Secretary Bobbi Westhafer.

Members of the public included Judy Apgar, Betty Martin, Steve Batdorf

Public Comment on Agenda Only – None

Approval of minutes - A motion was made by John High to approve the minutes of the January 4, 2024 meeting. The motion was seconded by John Brown, all agreed and the motion was passed.

Member Report John Brown – Nothing at this time.

Jacob Meyer – Nothing at this time

David Younker -Nothing at this time.

Harold Gruber – Asked if the Motor at Keystone was picked up/ John Brown said they didn't have it completed yet.

John High – Nothing at this time.

Business Manager Report –

Bobbi stated the Ethic forms have been delivered.

Envirep Service Agreement – Motion to allow Envirep to perform the service agreement and have John Brown shadow the agent made by John High. The motion was seconded by David Younker, all agreed and the motion was passed.

Garcia, Garman and Shea Payroll – Motion to allow Garcia, Garman and Shea to proceed with the payroll starting February 2024 which include quarterlies, W-2's and filing all year end reports by Jake Meyer. The motion was seconded by John High, all agreed and the motion was passed.

Solicitor Report – Solicitor Magovern made a comment about the sewer fee and stated we are operating in the red. Will need to consider a user fee increase at the next meeting. The last increase for sewer rates was 2015. The lifetime deal with Berks County will continue to have to pay the capacity agreement and not user fees. Motion to allow HVML to advertise the special meeting for sewer use increase made by John Brown. The motion was seconded by Harold Gruber, all agreed and the motion was carried.

Engineer Report –

1. Frystown Treatment Facility Upgrade Past due invoices were reported to Flying J representatives for payment. To date we have not received additional information related to conditions for Flying J's connection to the BTMA facilities. 2. Frystown Treatment Facility the NPDES permit for the facility expires July 31, 2024. Typically, PADEP requires submission of renewal documents 180 days in advance of the permit expiration, in this case February 2nd. Upon discovery of the permit expiration ARRO commenced preparing the renewal application for the facility for submission to PADEP. The submission to PADEP would occur at the end of February. 3. Bethel Treatment Facility As reported at the January meeting ARRO personnel have been in communication with BTMA maintenance personnel regarding high flows at the treatment facility during and following rain events. We reviewed Berks Park 78 pump station information and will be requesting individual user water consumption records to cross reference pump station flows as well as EDU calculations. BTMA maintenance personnel discovered a high infiltration rate in a manhole at the Meadows at Bethel Mobile Home located on Schubert Road. A site visit was conducted by ARRO and BTMA Maintenance personnel with the owners of the facility, Theresa and Delmar Locke, to discuss the need to remedy the infiltration. We (John and I) requested they provide BTMA with the contractor who will be doing the work and methodology for the work prior to proceeding. This information was requested for the BTMA meeting scheduled for February 5th. The Locke's were also informed that a representative of BTMAS must be on-site when the work is being conducted. As a follow-up to the site meeting and conversation ARRO has prepared a draft notice to the Locke's establishing the violation and timeline for a resolution. 4. Land Development Plans RLP Martha LLC The revised Sewer Capacity Agreement for 16 EDU's and acknowledgement of the PennDOT HOP, prepared by Attorney Magovern's office, was forwarded to the developer's consultant. We are not aware if the document and taping fees have been received. 5. General Engineering A. ARRO is proceeding with the preparation of the annual Chapter 94 Report for the Bethel and Frystown treatment facilities. B. We have not received the requested Prologis Non-residential Sanitary Sewer User Questionnaire to assist in determining the allocation of the existing 34 EDU's between the parcels located at 60 Central Boulevard & 100 Fort Motel Drive (formerly known as West Run Lot 1).

Plant Maintenance-

Wood for Desk and Shelves -Motion to table the approval to the March Meeting by David Younker. The motion was seconded by John High, all agreed and the motion was carried.

Filing Cabinet and Chair - Motion to table the approval to the March Meeting by David Younker. The motion was seconded by John High, all agreed and the motion was carried.

Quote for Jonestown Ag wheels for trash pump cart and Meckville metal works for tack welding. Motion to table the approval to the March Meeting by David Younker. The motion was seconded by John High, all agreed and the motion was carried.

Plant Computer repair by SmrtGuys - Motion to table the approval to the March Meeting

by David Younker. The motion was seconded by John High, all agreed and the motion was carried.

Tool Allowance discussion - Motion to table the approval to the March Meeting by David Younker. The motion was seconded by John High, all agreed and the motion was carried.

1910 Schubert Road Manufactured home community – There is 1000 gallons an hour going into the sewer plant. The motion was made to have Arro Water services prepare the letter for repair to the property owner by Jake Meyer. The motion was seconded by John High, all agreed and the motion was carried.

Unfinished Business – Lawn Mower – A motion was made by John High to table the lawn mower to next meeting. The motion was seconded by David Younker, all agreed and the motion carried.

New Business-

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 carried.

Public Comment – Nothing at this time

Adjournment -John High made a motion to adjourn the meeting. The motion was seconded by David Younker, all agreed and the motion was passed. The meeting adjourned at 8:51 pm.

Respectfully submitted,

Bobbi Westhafer

Bobbi Westhafer