

Bethel Township Municipal Authority
Meeting Minutes held
March 1, 2024

The meeting was called to order by Chairman Jake Meyer at 2:06 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 Chris Hartman and Secretary Bobbi Westhafer.

Public Comment on Agenda Only – None

Approval of minutes - A motion was made by John High to approve the minutes of the February 5, 2024 meeting. The motion was seconded by John Brown, all agreed and the motion was carried.

Member Report John Brown – Items will be discussed under plant maintenance.

Jacob Meyer – 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 –

Postage Meter – Motion to authorize Bobbi Westhafer to get a quote for the postage meter. The motion was seconded

204 Legion Dr. – property is in lien status pending sale. The lien information has been submitted to the settlement company and a check will be issued to the authority.

Solicitor Report –

Arro Water/Consulting – New rate \$101,208.00 with an annual increase 3% every year
2018 Selective environmental contract expired December 2023

All of Arro employees are licensed employees to operate all of the plants.

Chris Hartman asked for if Arro was willing to do a month-to-month contract at the new rate, If the board is considering a possible alternative operator. Arro understands the financial coverage. HVML is worried about lack of coverage and doesn't want the board to have an issue at the plants.

John Brown asked for the contract be tabled to the next meeting.

John High made a motion to continue a month-to-month contract with Arro water services. The motion was seconded by David Younker, all agreed and the motion carried.

Resolution 2024-06 – the solicitor has prepared a resolution with a user fee increase of \$15.00. David Younker made a motion to authorize HVML to prepare the resolution with an increase of \$5.00 per year. The motion was seconded by John High, all agreed

and 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-

Municibid – items from plant and cost. Will need pictures and prices for Municibid.
Air pump replacement – Air cleaner was clogged.
Heating situation at the plant. A section was cut out of the ceiling to see how much insulation is installed. No action needed at this time
Motor at Keystone is ready for pick up

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.

Desk and Chair File Cabinet– Motion was made to hold off on the desk and chair by John High. The motion was seconded by David Younker, all agreed and the motion carried.

Time Clocks – \$46.99 ea. – Executive session called at 3:46pm for personnel reasons, reconvened at 3:52pm

Solicitor Hartman said based on the executive session held the board has decided to implement the following changes for maintenance.

-Feasible solution for the time clock placement and see if there is internet needed.

-Fuel for the truck should only place to fuel the truck is Bethel Food Shop effective immediately.

-Log Sheet is now required in Backhoe and Truck for destination and milage tracking effective immediately.

-Weekly hours will be reduced to 30 per week starting April 1st.

The motion was made by David Younker to approve the conditions Solicitor Hartman discussed with maintenance employee John Brown. The motion

New Business- Nothing at this time

Payment of Bills-

John High 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 Jake Meyer, all agreed and the motion was carried.

Public Comment – Nothing at this time

Adjournment – David Younker made a motion to adjourn the meeting. The motion was seconded by John High, all agreed and the motion was passed. The meeting adjourned at 3:57 pm.

Respectfully submitted,

Bobbi Westhafer

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