

Meeting Minutes of the  
**BIRDSBORO MUNICIPAL AUTHORITY**  
**October 17, 2018**

Birdsboro Municipal Authority (the “Authority/Board” or “BMA”) Board Members Roll Call:

Jeffrey Kauffman, Assistant Secretary/Treasurer - present  
Deborah Murphy, Treasurer - present  
Anthony Tucci, Chairman - present  
Kevin Orman, Vice Chairman - absent  
Kevin Shelton, Secretary - absent

Staff Members Present:

Aaron Durso, Manager  
Darryl Jenkins, Engineer  
Douglas Rauch, Esquire – Solicitor  
John Ruth, Water Treatment Plant Chief Operator  
Kelly Yanos, Acting Recording Secretary

Visitors:

Mary Ann Cotter, Nancy Kauffman, Robert Myers

The meeting was called to order by Chairman Anthony Tucci at 6:30 PM and opened with the Pledge of Allegiance.

**Public Comment**: None

**Review and Approve Minutes**

**MOTION**: Approve the September 11, 2018, meeting minutes as presented.

Moved by: Jeffrey Kauffman      Seconded by: Deborah Murphy      Vote: All in favor

**Report of the Treasurer**

**MOTION**: Approve the account balances and payment of bills as presented.

Moved by: Deborah Murphy      Seconded by: Jeffrey Kauffman      Vote: All in favor

**Manager’s Reports – Aaron Durso**

- The Authority will receive \$750,000 in Mariner East II Pipeline grant funds to use toward the Indian Run Dam improvement project.
- The Authority recessed into the 2018 Annual Source Water Meeting at 6:33 PM. Manager Durso apprised the Board that:
  - John Ruth, Water Treatment Plant Chief Operator, attended source-water training.
  - The watershed was inspected for illegal spills and illicit discharges. None were detected.
  - There was one minor fire on the watershed property. No damage was sustained.
  - There was no opportunity to annex additional land.The Annual Source Water meeting was concluded and regular session reconvened at 6:38 PM.
- Manager Durso distributed drafts of the 2019 Water and Sewer budgets and noted that the Sewer budget included the purchase of a flush truck and that there was a major increase in the Water budget line item for chemicals.

- Water Department personnel continue to work on watershed roads.
- The Authority will need to develop a strategy to address inflow and infiltration of the sanitary sewer system.

**Engineer’s Reports – Darryl Jenkins**

- Darryl Jenkins reviewed the Engineer’s Report, a copy of which is kept on file.
- John Ruth and Darryl Jenkins reported that heavy rains caused increased levels of disinfection by-products in the drinking water. A permanent solution must be implemented, as strategic flushing is not adequate to maintain compliance with the established limits.
- **MOTION:** Authorize SSM Group to work with water department personnel to evaluate various options to lower the disinfection by-product levels.

Moved by: Jeffrey Kauffman      Seconded by: Deborah Murphy      Vote: All in favor

**Solicitor’s Report – Douglas Rauch**

- Solicitor Rauch addressed an unemployment compensation issue at Birdsboro Fitness & Splash (BFS), and worked on customer matters and Indian Run Dam legal matters.
- The Arcadia Recovery Bureau (ARB) contract and Reading Area Water Authority (RAWA) memorandum of understanding have been executed.
- Union Township Municipal Authority has requested three changes to the inter-municipal agreement.

**Birdsboro Fitness & Splash (BFS) Report – Aaron Durso**

- Manager Durso reviewed the BFS report, a copy of which is kept on file.
- As of October 7, 2018, there are 1,133 active members of BFS.
- MINDBODY software will be utilized for contact management.
- **MOTION:** Authorize execution of agreements with Ridge Support Technologies for installation of SOPHOS security software (\$5,829.00) and to provide hardware and labor for a server and backup system (\$2,741.00) at BFS for a total cost of \$8,570.00.

Moved by: Jeffrey Kauffman      Seconded by: Deborah Murphy      Vote: All in favor

**Old Business:** None

**New Business:** None

**Executive Session/Adjournment**

The regular meeting was adjourned at 7:34 PM, and the Board recessed into executive session to discuss employment matters. No action will be taken. The next regular meeting of the Authority will be held on November 13, at 6:30 PM at Birdsboro Borough Hall.

Respectfully submitted,

Acting Recording Secretary