

Meeting Minutes of the  
**BIRDSBORO MUNICIPAL AUTHORITY**  
March 12, 2019

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

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

Staff Members Present:

Aaron Durso, Manager  
Darryl Jenkins, SSM Group, Water Treatment Engineer  
David Miller, Entech Engineering, Inc., Wastewater Treatment Engineer  
Kyle Myers, Assistant Director, Birdsboro Fitness & Splash  
Douglas Rauch, Esquire – Solicitor  
Kelly Yanos, Recording Secretary

Visitors: None

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

**Public Comment:** None offered.

**Review and Approve Minutes**

**MOTION:** Approve the February 12, 2019, meeting minutes as presented.

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

**Report of the Treasurer**

**MOTION:** Approve the Treasurer’s Report and account balances as presented.

Moved by: Deborah Murphy      Seconded by: Kevin Shelton      Vote: All in favor

**MOTION:** Approve payment of bills and presented and revised.

Moved by: Deborah Murphy      Seconded by: Kevin Shelton      Vote: All in favor

**Manager’s Report – Aaron Durso**

- The water and sewer operations reports were provided to the Board.
- A request for proposals for a used flush truck was advertised. A few businesses responded, however only A&H Equipment could provide a vehicle that met all the specifications.
- **MOTION:** Approve the purchase of a 2008 Vactor Truck with HXX function from A&H Equipment at a cost of \$107,000.  
Moved by: Kevin Shelton      Seconded by: Jeffrey Kauffman      Vote: All in favor
- **MOTION:** Authorize Manager Durso to sell the old Vactor Truck for a minimum of \$17,000.  
Moved by: Kevin Shelton      Seconded by: Deborah Murphy      Vote: All in favor

- Borough Council plans to formally approach the Authority to request assistance with costs to refurbish/replace the lights at Texas Ballfield. The individual board members agreed that they would prefer a complete replacement with modern equipment, as opposed to simply replacing the cross arms and lamps.

**Engineer’s Reports – Darryl Jenkins (SSM Group, “SSM”)**

- Darryl Jenkins reviewed the Engineer’s Report, a copy of which is kept on file.
- **MOTION:** Authorize SSM to complete the Consumer Confidence Report at a cost of \$2,300.00.  
Moved by: Deborah Murphy      Seconded by: Kevin Shelton      Vote: All in favor
- **MOTION:** Authorize SSM to renew the Delaware River Basin Commission application at a cost of \$4,000.00.  
Moved by: Deborah Murphy      Seconded by: Kevin Shelton      Vote: All in favor
- **MOTION:** Authorize SSM to provide professional services related to the HAA5 and TTHM projects at a cost of \$34,000.00.  
Moved by: Jeffrey Kauffman      Seconded by: Kevin Shelton      Vote: All in favor

**Engineer’s Reports – David Miller (Entech Engineering, “Entech”)**

- David Miller reviewed the Engineer’s Report, a copy of which is kept on file.

**Solicitor’s Report – Douglas Rauch**

- The forestry plan work has been hindered by the weather.
- Solicitor Rauch is working with Mr. McLaughlin’s attorney to address logistics for installing new water meters.
- Solicitor Rauch presented draft easement agreements granting rights over way of Authority-owned property to the Schuylkill River Trail.
- Solicitor Rauch requested that an executive session be held at the end of the meeting for the purpose of discussing personnel matters.

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

- Aaron Durso reviewed the BFS report and statement of activities.
- An open house is scheduled for April 27.
- Kyle Myers reported on attendance and revenue generated by some of the newer activities. He plans to offer special promotions to attract new members.
- **MOTION:** Authorize Aaron Durso and Kyle Myers to purchase various equipment needed for BFS in order to eliminate the rental arrangement currently in place with the Birdsboro Community Memorial Recreations Center at a cost not to exceed \$10,000.
- Moved by: Jeffrey Kauffman      Seconded by: Kevin Shelton      Vote: All in favor

**Old Business:** None.

**New Business:** None.

### **Executive Session and Adjournment**

- The Board recessed into executive session at 7:43 PM to discuss personnel issues. Regular session was reconvened at 8:00 PM.
- **MOTION:** Authorize the Borough Manager to advertise for applications for the position of Assistant Operator at the wastewater treatment plant.  
Moved by: Kevin Shelton      Seconded by: Deborah Murphy      Vote: All in favor
- The meeting was adjourned at 8:05 PM. The next regular meeting of the Authority will be held Tuesday, April 9, 2019, at 6:30 PM at Birdsboro Borough Hall.

Respectfully submitted,

Recording Secretary