

Meeting Minutes of the
BIRDSBORO MUNICIPAL AUTHORITY
June 11, 2019

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

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

Staff Members Present:

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

Visitor(s):

Nancy Kauffman, Robert Myers, Anthony Scioli

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

Public Comment:

- Robert Myers, 308 West 2nd Street, requested information about the arrangement between BFS and the business consulting firm, CG&M. Solicitor Rauch offered to provide Mr. Myers with a copy of the contract.
- Anthony Scioli asked for clarification of the information that will be provided by CG&M. The Authority responded that CG&M will calculate and present financial projections for BFS.

Review and Approve Minutes

MOTION: Approve the May 14, 2019, meeting minutes as presented.

Moved by: Jeffrey Kauffman Seconded by: Kevin Shelton Vote: All in favor

Report of the Treasurer

MOTION: Approve the Treasurer’s Report, account balances, and bills payable as presented, plus payments for Tompkins VIST Bank (\$10,742.39), Suzy Rae Designs (\$394.40) and Ridge Support Technologies (\$390.00) bills that were not listed on the “Bills Payable” list.

Moved by: Jeffrey Kauffman Seconded by: Kevin Shelton Vote: All in favor

Manager’s Report – Aaron Durso

- The water and sewer operations reports were provided to the Board.
- The wastewater treatment plant (“WWTP”) laptop computer must be replaced as soon as possible.
- The HAA5 notice has been prepared and will be mailed to all BMA customers.

- **MOTION:** Authorize Sewer Specialties to video tape the sewer line at the intersection of Routes 724 and 345 at a cost of \$5,400.00 to determine if there is a break somewhere in the line and also identify the source of excessive grease in the line.

Moved by: Jeffrey Kauffman Seconded by: Kevin Shelton Vote: All in favor

- Amity Township has offered the services of their flush truck, if necessary, during the 30 to 40-day period between the time that the old flush truck is sold and the new flush truck is received.

- **MOTION:** Accept Keystone Engineering’s proposal to upgrade the WWTP SCADA system and associated software and alarms at a cost of \$10,950.00, subject to Solicitor Rauch’s approval.

Moved by: Kevin Shelton Seconded by: Jeffrey Kauffman Vote: All in favor

- Hach Company will be making repairs to three (3) direct oxygen probes at the WWTP.
- Final repairs for Phase II of the Indian Run Dam improvements have been completed, and the water levels should return to normal within a week.
- Costs to repair the faulty flow meter at the Cocalico Road tank are estimated at \$2,100.00
- **MOTION:** Accept My Dad’s Flooring’s proposal to replace flooring at BFS at a cost of \$6,990.00.
- On Sunday, June 9, at 2:00 AM, available personnel from all three (3) departments responded to an emergency call to repair a water main break.

Moved by: Kevin Shelton Seconded by: Jeffrey Kauffman Vote: All in favor

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

Darryl Jenkins reviewed the Water Engineer’s Report, a copy of which is kept on file.

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

H. David Miller reviewed the Wastewater Engineer’s Report.

Solicitor’s Report – Douglas Rauch

- Solicitor Rauch has been attempting to contact Mr. McLaughlin’s attorney to address logistics for installing new water meters and to negotiate billing issues.
- Solicitor Rauch is working with Borough Solicitor Weiler and Chief Trupp to develop an agreement with Robeson Township for patrolling the watershed and a contract addressing lease arrangements for the pistol range.
- By mutual consent, the Board agreed to the renegotiated terms of the Intermunicipal Agreement with Union Township Municipal Authority as it relates to the sewer service billing, which changes would reduce each quarterly bill by approximately 10%.

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

- Aaron Durso reviewed the BFS report and statement of activities.
- As of May 31, 2019, the membership count stands at 904.
- Kyle Myers gave details on some of the new programs offered at BFS.
- BFS has been able to maintain operating expenses with their operating revenue, without any financial assistance from the Authority.

Old Business: None

New Business: None

Public Comment: None

Adjournment

The Board recessed into executive session at 7:02 PM. Regular session was reconvened at 7:22 PM No action was taken.

The meeting was adjourned at 7:44 PM. The next regular meeting of the Authority will be held Tuesday, July 9, 2019, at 6:30 PM at Birdsboro Borough Hall.

Respectfully submitted,

Recording Secretary