

Meeting Minutes of the
BIRDSBORO MUNICIPAL AUTHORITY
November 12, 2019

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

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

Staff Members Present:

Kyle Myers, Assistant Director, Birdsboro Fitness & Splash (“BFS”)
Kelly Yanos, Manager
Aaron Durso, Former Manager (via telephone)
Darryl Jenkins, SSM Group, Water Treatment Engineer
Chris Hammond, Entech Engineering, Inc., Wastewater Treatment Engineer
Matthew Setley, Esquire – Solicitor
Bonnie Frisco, Recording Secretary

Visitor: Steve Lusky

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

Public Comment:

- Steve Lusky noted Maple Springs Pool received approval as 501(c)(3) organization for federal tax purposes. The Pool is making improvements to the property and is addressing runoff issues.

Review and Approve Minutes

- **MOTION:** Approve the October 8, 2019, meeting minutes as presented.
Moved by: Kevin Shelton Seconded by: Jeffrey Kauffman Vote: All in favor
- **MOTION:** Approve the Treasurer’s Report, account balances, and bills payable as presented.
Moved by: Kevin Shelton Seconded by: Jeffrey Kauffman Vote: All in favor

Manager’s Report – Kelly Yanos

- The pipe at manhole cover located at West 1st Street was looked at with a camera by A&H but the pipe does not go straight down.
- The galvanized pipe project on Cocalico Road has begun and the boil water notice was announced.
- People are parking vehicles on the Authority property at Cocalico Road and Douglass Street. The area should be posted and ‘no parking’ needs to be enforced. Chief Trupp has already ticketed the vehicles.
- **MOTION:** Approve removing Aaron Durso and adding Kelly Yanos to the bank signature cards.
Moved by: Tony Tucci Seconded by: Jeffrey Kauffman Vote: All in favor
- Gage Gentile obtained his Wastewater Operator’s license.
- Brian Smith passed his water general and membrane tests and has two more classes to take.

- New water meters are needed at the pumphouse with respect to water that goes through the tank to the reservoir.
- Kelly Yanos will ask Shawn Hoster, Wastewater Chief Operator, about sewer line accessibility at the American Legion Ball Field regarding a connection to the proposed bathrooms.

Engineer’s Report – Chris Hammond (Entech Engineering, “Entech”)

Chris Hammond reviewed the Wastewater Engineer’s Report, a copy of which is kept on file.

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

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

- Darryl Jenkins will work with John Ruth, Chief Water Operator, to resolve musty water taste/smell.
- Tony Tucci requested progress reports on the galvanized water line project.
- Darryl Jenkins reported that staff will be obtaining quotes for the needed chemical feed equipment and making arrangements for the installation of piping and equipment once the permits are received from PA DEP.

Executive Session:

Executive session was called at 6:55 PM to discuss personnel matters. Regular session resumed at 7:10 PM.

- No action was taken.

Solicitor’s Report – Matthew Setley

- Customer issues were noted that were transferred to Kelly Yanos.

Old Business: None.

New Business: None.

New Business: None.

Birdsboro Fitness & Splash (BFS) Report – Kyle Myers

Kyle Myers reported on some of the activities and classes available at BFS.

- Kelly Yanos will provide a BMA customer list to Kyle Myers for crosschecks.

Executive Session:

Executive session was called at 7:45 PM to discuss a personnel matter. Regular session resumed at 7:55 PM.

- No action was taken.

Adjournment

The meeting was adjourned at 8:00 PM. The next regular meeting of the Authority will be held Tuesday, December 10, 2019, at 6:30 PM at Birdsboro Borough Hall.

Respectfully submitted,

Recording Secretary