

Meeting Minutes of the
BIRDSBORO MUNICIPAL AUTHORITY
January 14, 2020

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

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

Staff Members Present:

- Kelly Yanos, Manager
- Kim Mazur, Entech Engineering, Inc., Water Treatment Engineer
- H. David Miller, Entech Engineering, Inc., Wastewater Treatment Engineer
- Douglas Rauch, Esquire – Solicitor
- Bonnie L. Frisco, Recording Secretary

Visitors: Mary Ann Cotter, Robert Myers

The meeting was called to order at 6:30 PM and opened with the Pledge of Allegiance. The meeting was turned over to Solicitor Douglas Rauch to commence the reorganization meeting. Mr. Rauch conducted the nomination and election of the Chairman and then turned over the gavel to Mr. Tucci who conducted the remaining nomination and election of the following officers and the selection and appointment of the following professionals:

REORGANIZATION

Election of 2020 Officers

- Anthony Tucci, Chairman
Nominated by: Deborah Murphy Seconded by: Jeffrey Kauffman Vote: All in favor
- Kevin Orman, Vice Chairman
Nominated by: Jeffrey Kauffman Seconded by: Deborah Murphy Vote: All in favor
- Deborah Murphy, Treasurer
Nominated by: Anthony Tucci Seconded by: Jeffrey Kauffman Vote: All in favor
- Jeffrey Kauffman, Secretary
Nominated by: Anthony Tucci Seconded by: Deborah Murphy Vote: All in favor
- Kevin Shelton, Assistant Secretary/Treasurer
Nominated by: Deborah Murphy Seconded by: Anthony Tucci Vote: All in favor

Appointment of 2020 Professional Services

- Engineer-Water: Entech Engineering, Inc.
- Engineer-Sewer: Entech Engineering, Inc.
- Solicitor: Georgeadis Setley
- Auditors: Herbein & Associates
- Recording Secretary: Bonnie L. Frisco

Following the conclusion of its reorganization meeting, the Board adjourned to its regular meeting.

REGULAR MEETING

Public Comment: None.

Review and Approve Minutes

MOTION: Approve the December 10, 2019, meeting minutes as presented.

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

Treasurer's Report

MOTION: Approve the account balances and payment of bills as presented plus payment to Barrasso Construction for Application Payment No. 2 for \$116,780.74 that was received after the "Bills Payable" list was issued.

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

Manager's Report – Kelly Yanos

- The water and sewer operations reports were provided to the Board.
- The large water main break affecting West 1st, 2nd, and 3rd Streets from Monroe to Jefferson was repaired last night/this morning. A boil water advisory is in effect until the 48-hour sample has been approved.
- The water meter replacement warranty has expired. Permission was given to have John Ruth obtain quotes for a contract to replace all the meters at once.
- **MOTION:** Approve the five-year inspection on the Cocalico Water tank to be done by Mumford-Bjorkman for \$3,800.00.
Moved by: Deborah Murphy Seconded by: Jeffrey Kauffman Vote: All in favor
- **MOTION:** Authorize Entech Engineering to prepare the 2019 Chapter 94 report for the cost of \$3,500.00.
Moved by: Deborah Murphy Seconded by: Jeffrey Kauffman Vote: All in favor
- **MOTION:** Authorize SKN Contracting to rehabilitate the manholes at Jefferson Street and behind FM Brown's at a cost of \$7,700.00 for cementitious manhole lining and \$525 for bench/channel rebuild/repair for a total of \$8,225.00.
Moved by: Deborah Murphy Seconded by: Jeffrey Kauffman Vote: All in favor
- Birdsboro Power will be contacted regarding the rising costs of the metal testing and discuss possibilities of reducing costs to the Authority.
- **MOTION:** Authorize the replacement of 8 lights at Birdsboro Fitness & Splash ("BFS") and replace the remaining 7 lights at a later date.
Moved by: Jeffrey Kauffman Seconded by: Deborah Murphy Vote: All in favor
- The Board approved the purchase of the spa pumps at BFS to eliminate the electric short circuits.
- BFS accounting/bookkeeping will be done in-house by Borough staff.

Engineer's Report – David Miller (Entech Engineering, "Entech")

H. David Miller reviewed the Wastewater Engineer's Report, a copy of which is kept on file.

- The headworks snaps have settled.

Engineer's Report – Kim Mazur (Entech Engineering "Entech")

Kim Mazur reviewed the Water Engineer's Report, a copy of which is kept on file.

Solicitor's Report – Douglas Rauch

- Douglas Rauch handled customer and personnel issues.
- The DCNR meeting is not scheduled yet.
- Any wastewater questions for SSM are to go through the Authority Solicitor.

Birdsboro Fitness & Splash (BFS) Report – Kyle Myers

- Kyle Myers reviewed the BFS report, a copy of which is kept on file.

Old Business: None.

New Business:

- **MOTION:** Authorize obtaining prices for the lettering of the all-terrain vehicle used for the watershed.
Moved by: Deborah Murphy Seconded by: Deborah Murphy Vote: All in favor

Public Comment

- Mary Ann Cotter suggested the use of renewable energy for the municipal properties.
- Tony Tucci will look into the Authority and the Borough utilizing the Code Red System.

Executive Session/Adjournment

The regular meeting was adjourned at 7:24 PM. The next regular meeting of the Authority will be held Tuesday, February 11, 2020, at 6:30 PM at Birdsboro Borough Hall.

Respectfully submitted,

Bonnie L. Frisco
Recording Secretary