

Meeting Minutes of the  
**BIRDSBORO MUNICIPAL AUTHORITY**  
February 11, 2020

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

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

Staff Members Present:

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

Visitors: Mary Ann Cotter, Robert Myers, Nancy Kauffman, Steve Lusky, Anthony Orozco

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

**Public Comment:**

- Nancy Kauffman, 7 Mansion Court E, noted the Haycreek Watershed turned the Mallard house over to the BMA and the building is in a state of disrepair. Anthony Tucci asked Kelly Yanos to look into the situation. Jeffrey Kauffman noted previous conversations suggesting the Mallard house be demolished.
- Frank McLaughlin, rental property owner, was present and noted the court order regarding the water bills and meters at his properties. Anthony Tucci requested Kelly Yanos to set up a meeting with Frank McLaughlin, his office assistant and his lawyer, and Douglas Rauch as well to discuss these issues.

**Review and Approve Minutes**

**MOTION:** Approve the January 14, 2020, meeting minutes as presented.

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

**Treasurer’s Report**

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

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

**Manager’s Report – Kelly Yanos**

- **MOTION:** Execute the Certification of Beneficial Owner(s) for the VIST line of credit.

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

- **MOTION:** Approve Entech Engineer’s WO 4187-EWO-10171 for general wastewater engineering service and WO 4187-EWO-10172 for general water engineering service. Anthony Tucci signed the WO’s.

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

- **MOTION:** Approve the quote and authorize work by Sewer Special Services for the amount of \$4,850.00 to televise some manholes on Water Street and a pipe coming from a property on Cocalico Road that extends into the lateral that needs to be cut.

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

- With respect to the water meter replacement project, the Board determined that lowest cost option is to have the water meters installed in-house.

#### **Engineer's Report – H. David Miller (Entech Engineering "Entech")**

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

- Mr. Miller reported that information from SSM is needed. Kelly Yanos was directed to contact SSM and, if needed, Mr. Rauch may need to contact SSM as well.

#### **Engineer's Report – H. David Miller (Entech Engineering "Entech")**

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

- The Board discussed whether to replace or preserve the Haycreek Booster pump as it may have historic value. No decision was made.
- Mr. Miller reported on the Swift Reach free mass notification system. Mr. Miller will coordinate with the Borough's Emergency Management Coordinator, Ken Imes.

#### **Solicitor's Report – Douglas Rauch**

- Mr. Rauch handled various customer matters.
- The DCNR forestry meeting has been delayed because of DCNR personnel changes. Mr. Rauch is trying to get an update.
- Mr. Rauch reported that former Manager Durso had been trying to arrange to have the new meters installed at the McLaughlin properties, but Mr. McLaughlin would not return Mr. Durso's phone calls.

#### **Birdsboro Fitness & Splash (BFS) Report – Kyle Myers**

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

- Facility repairs were discussed. Anthony Tucci recommended a list of equipment that needed repair contracts. A meeting will be arranged with Kevin Orman to discuss maintenance issues. Entech Engineering has a facilities group that can provide an assessment of equipment costs for either repair or replacement.
- BFS has been approved for Red Cross accredited swim lessons.

**Old Business:** None.

#### **New Business:**

- Anthony Tucci noted the Horseshoe Trail Conservancy will reroute part of the watershed trail due to erosion.
- Kevin Orman inquired about the system's capacity for new businesses.
- Anthony Tucci called for an Executive Session for a personnel matter. No decision will be made.

#### **Public Comment**

- Mary Ann Cotter asked if the Swift Reach program is Berks Alert and Anthony Tucci noted that Berks Alert goes through Swift Reach. The Authority will discuss the matter with Ken Imes about which program should be on the website.

#### **Executive Session/Adjournment**

The regular meeting was adjourned at 7:43 PM. The next regular meeting of the Authority will be held Tuesday, March 10, 2020, at 6:30 PM at Birdsboro Borough Hall.

Respectfully submitted,

Bonnie L. Frisco  
Recording Secretary