

Meeting Minutes of the
BIRDSBORO MUNICIPAL AUTHORITY
MARCH 10, 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 – present
- Kevin Shelton Assistant Secretary/Treasurer - absent

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, Pasquale Mascaro, and Ryan Inch

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

Public Comment:

- A presentation was made by Mr. Mascaro regarding an agreement by JP Mascaro to purchase sewer capacity in the Authority’s sewer plant.
- Mary Ann Cotter, E. 8th Street, asked if an inter-municipal agreement is needed and Kevin Orman noted it was not.
- Nancy Kauffman, 7 Mansion Court East, asked what property will be connected to the sewer line. The property will be the Pioneer Crossing Landfill.
- After some discussion, the Board took action.
- **MOTION:** Approve the agreement to allow JP Mascaro to run a sewer line to the Borough’s facilities.
Moved by: Jeffrey Kauffman Seconded by: Kevin Orman Vote: All in favor

Review and Approve Minutes

MOTION: Approve the February 11, 2020, meeting minutes as presented.

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

Treasurer’s Report

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

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

Manager’s Report – Kelly Yanos

- Ms. Yanos introduced the Delaware River Basin Commission (“DRBC”) annual fee.
- **MOTION:** Motion to approve the DRBC Annual Fee of \$858.00.
Moved by: Jeffrey Kauffman Seconded by: Kevin Orman Vote: All in favor

- The Board discussed security at the Haycreek Pump Station and Sewer Plant. Anthony Tucci suggested a wireless system. The administration will look into a camera system for Haycreek pump station and sewer plant.
- The inspection report for the Cocalico Road tank listed an estimate of \$430,000 to implement recommendations.
- The cost for parts to repair the leaking water valve at Jefferson/W. 1st will be \$1,697.57. Affected residents will receive notices prior to commencement of the work and a temporary loss of service will be followed by a boil-water advisory.
- A low-pressure alarm occurred as a result of a drop in water pressure on the west side of town due to an out-of-town fire department filling their apparatus from a borough fire hydrant. Ms. Yanos was instructed to send the out-of-town fire department a letter notifying them that what they did was not acceptable. In the future they must notify the Borough and pay for the water and any related water operator's hours.
- Ms. Yanos noted there has been no response from the parties involved with Mr. McLaughlin's water meter issue. Some of the inside work for the meters must be done by a plumber.
- The Police Department will be placing an order for a pick-up truck in the near future. Total cost is \$50,667.46 with the BMA's portion being \$25,333.73.
- For safety reasons, the sewer operators will start using liquid chlorine instead of chlorine gas.
- **MOTION:** Approve Entech Engineer's Work Order 4187-EWO-10171 for general wastewater engineering service and WO 4187-EWO-10172 for general water engineering service.
 Moved by: Kevin Shelton Seconded by: Jeffrey Kauffman Vote: All in favor
 Anthony Tucci signed the Work Orders.
- **MOTION:** Approve the quote and authorize the 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 he still needs certain information from SSM. Mr. Rauch will contact Mr. Jenkins at SSM to try to get some answers. At this time, Sewer Department tank inspections and cleanings should be performed.

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.

- **MOTION:** Approve Entech Engineer's Work Order 4187-EWO-10389 Haycreek Pump Station Engineering Services in the amount of \$15,000.00.
 Moved by: Deborah Murphy Seconded by: Jeffrey Kauffman Vote: All in favor

Solicitor's Report – Douglas Rauch

- Mr. Rauch handled various customer matters.
- The DCNR forestry meeting continues to be delayed because of DCNR personnel changes. Forestry fieldwork will be done in March by the Authority's forester.

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 and Kevin Orman will do a run through at the pool and prepare a list of what needs to be done.

Old Business: None.

New Business: None.

Public Comment: None.

Executive Session/Adjournment

The regular meeting was adjourned at 7:35 PM. An Executive Session followed to discuss personnel. No decisions were made. The next regular meeting of the Authority will be held Tuesday, April 14, 2020, at 6:30 PM at Birdsboro Borough Hall.

Respectfully submitted,

Bonnie L. Frisco
Recording Secretary