

Meeting Minutes of the
BIRDSBORO MUNICIPAL AUTHORITY
MEETING HELD VIA TELECONFERENCE
MAY 12, 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 - present

Staff Members Present:

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

Visitor(s): Mary Ann Cotter, Nancy Kauffman, Aaron Durso.

The meeting was called to order by Chairman Anthony Tucci at 6:30 PM.

Public Comment: None.

Review and Approve Minutes

MOTION: Approve the April 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: Deborah Murphy Seconded by: Jeffrey Kauffman Vote: All in favor

Manager’s Report – Kelly Yanos

- **MOTION:** Motion to approve the Watershed Rules and Regulations as presented.
Moved by: Anthony Tucci Seconded by: Deborah Murphy Vote: All in favor
- **MOTION:** Motion to ratify the employee furlough of the three salaried Birdsboro Fitness & Splash (“BFS”) employees as of April 22, 2020.
Moved by: Jeffrey Kauffman Seconded by: Deborah Murphy Vote: All in favor
- **MOTION:** Motion to approve hiring summer help to maintain the BFS grounds at an hourly rate of \$12.00 to include fuel reimbursement.
Moved by: Jeffrey Kauffman Seconded by: Deborah Murphy Vote: All in favor
- The Board needs to determine if the BFS pool should be drained because the dehumidifier was shut off due to blower overload alarms. Kevin Orman noted the dehumidifier issue will be addressed Monday.
- **MOTION:** Motion to approve extending the draw period for the \$1,700,000 VIST Bank line of credit.
Moved by: Kevin Orman Seconded by: Jeffrey Kauffman Vote: Passed, with abstention
by Deborah Murphy

- The annual audit (via telecommunication) started last week and will extend through this week.
- The fire hydrant at East 1st/Walnut streets was demolished in an automobile accident. The police department has begun due process for restitution in the amount of \$3,455.00
- Water from all 3 water sources (Indian Run Dam, Hay Creek, Dyer Dam) must be treated and sampled next week.
- The Water Department is looking to schedule hydrant flushing for the first week in June. Pending a definite date being established, the flushing will be advertised.
- Cast metal meter pit lids are starting to deteriorate. The required size is no longer manufactured. Water department personnel experimented with composite plastic lids. They fit well, allow for electronic reading, and cost \$6.00 apiece, compared to \$35.00 to custom-make metal pit lids.

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.

Engineer’s Report – H. David Miller (Entech Engineering “Entech”)

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

Solicitor’s Report – Douglas Rauch

- Mr. Rauch handled various customer matters, prepared the Watershed Rules and Regulations and handled BFS employee matters.
- Due to the closure of BFS, Mr. Rauch is working on terminating the contract between BFS and the business consulting firm, CG&M.

Birdsboro Fitness & Splash (BFS) Report – Reports included in the Board packet.

Old Business: None.

New Business:

- Anthony Tucci asked the status of the Department of Conservation and Natural Resources (“DCNR”) and the scheduling of the watershed compliance meeting. Mr. Rauch noted there is nothing new to report since Commonwealth agency offices are closed. Anthony Tucci inquired about the update to the forest stewardship plan and Mr. Rauch noted he is working on that matter. He will e-mail the Board after talking with the Authority’s consultant about the consultant’s progress.
- The Board noted that there were downed trees in the watershed near the parking lot and that now is a good time to install the fence in that area.

Public Comment: None.

Adjournment

The regular meeting was adjourned at 6:55 PM. The next regular meeting of the Authority will be held Tuesday, June 9, 2020, at 6:30 PM.

Respectfully submitted,

Bonnie L. Frisco
Recording Secretary