

Meeting Minutes of the
BIRDSBORO MUNICIPAL AUTHORITY
MEETING HELD VIA TELECONFERENCE
FEBRUARY 8, 2022

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

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

Staff Members Present:

Kelly Yanos, Manager
H. David Miller, Entech Engineering, Inc., Wastewater Treatment Engineer
Kim Mazur, Entech Engineering, Inc., Water Treatment Engineer
Dan Becker, Esquire, Kozloff Stoudt – Solicitor
Bonnie L. Frisco, Recording Secretary

Visitor(s): Mary Ann Cotter, Nancy Kauffman, Richard Happel, Bob Myers

Call to Order

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

Agenda Amendments

MOTION: Amend the agenda to add appointment of Assistant Secretary/Treasurer under Old Business.

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

Public Comment

Nancy Kauffman inquired about the 2020 Water Report and Kim Mazur noted the report is to be completed by the end of June.

Review and Approve Minutes

MOTION: Approve the January 11, 2022, 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 with the inclusion of Payment ratification – Boyer Engineering - \$13,399.50 – Indian Run Dam
Payment ratification – Laborde Products - \$17,361.04 – Sewer Plant Generator Repairs

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

Manager’s Report – Kelly Yanos

Water Report – A copy of the Water Report will be kept on file. Great job done at the Union Street water main break.

Sewer Report – A copy of the Sewer Report will be kept on file.

Request for Primary Clarifier Sludge Collection Mechanism Replacement

MOTION: Approve primary clarifier sludge collection mechanism replacement for a cost not to exceed \$20,000.00

Moved by: Jeffrey Kauffman Seconded by: Michael Mettler Vote: All in favor

EMA Stipend Retroactivity: Tabled to New Business

Low-Income Water Assistance Program

MOTION: Authorize execution of Low-Income Water Assistance Program Vendor Agreement.

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

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

H. David Miller reviewed the Wastewater Treatment Plant report, a copy of which is kept on file.

Engineer’s Report – Kim Mazur (Entech Engineering “Entech”) - Water

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

Review and take action on Water Audit – Water Audit was reviewed.

MOTION: Approve system-wide leak detection service for a cost of \$10,000.

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

Review/Approve Rules and Regulations: Rules and Regulations were reviewed.

Authorize Test-Well Site Inspection: No action taken.

Approve Arc Flash Study

MOTION: Approve the Arc Flash Study for the cost of \$8,900, quoted by Colonial Electrical Supply.

Moved by: Jeffrey Kauffman Seconded by: Michael Mettler Vote: All in favor

Solicitor’s Report – Dan Becker

Solicitor Becker will provide an update in Executive Session regarding a pending litigation case.

Old Business:

Appointment of Assistant Secretary/Treasurer

MOTION: Appoint Michael Metter to the position of Assistant Secretary/Treasurer.

Moved by: Anthony Tucci Seconded by: Deborah Murphy Vote: All in favor

EMA Stipend

Anthony Tucci asked the members of Council present, Mary Ann Cotter, Richard Happel and Robert Myers their thoughts on Council reinstating the EMA’s stipend. Robert Myers asked Ms. Yanos if that expense has been budgeted and the response was no.

Mary Ann Cotter asked the status of the McLaughlin case and the apartment meters and Solicitor Becker noted that the BMA is in negotiations with McLaughlin. Mary Ann Cotter stated that Council was told that Birdsboro’s EMC was the only one being paid and Anthony Tucci noted that several EMC’s are being compensated. Robert Myers noted that the Borough has had an EMC for years and years and was only compensated after the COVID emergency was declared.

New Business: No new business

Public Comment:

Mary Ann Cotter asked the status of the McLaughlin case and the apartment meters and Solicitor Becker noted that the BMA is in negotiations with McLaughlin.

Adjournment

The regular meeting was adjourned at 7:21 PM at which time the Authority went into Executive Session to discuss pending litigation. No action will be taken. The next regular meeting of the Authority will be held Tuesday, March 8, 2022.

Respectfully submitted,

Bonnie L. Frisco
Recording Secretary