

Meeting Minutes of the
BIRDSBORO MUNICIPAL AUTHORITY
MEETING HELD VIA TELECONFERENCE
DECEMBER 13, 2022

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

Anthony Tucci, Chairman – present
Jeffrey Kauffman, Vice Chairman – present
Michael Mettler, Treasurer – present
Mary Ann Cotter, Assistant Secretary/Treasurer – present
Drew Lamb, Secretary - present

Staff Members Present:

Kelly Yanos, Manager
Shawn Hoster, Chief Operator - Sewer Plant
Derrick Rubin, Chief Operator - Water Plant
H. David Miller, Entech Engineering, Inc., Wastewater Treatment Engineer
Dan Becker, Esquire, Kozloff Stoudt - Solicitor
Bonnie L. Frisco, Recording Secretary

Visitor(s): Bob Myers, Nancy Kauffman, Susie and Russell Lander, Neil McCauley

Call to Order

The meeting was called to order by Chairman Anthony Tucci at 6:37 p.m. and the pledge of allegiance was recited.

Agenda Amendments

MOTION: Add to the agenda the approval to bid on a flush truck for the Sewer Department on Municibid.

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

Public Comment

Bob Myers inquired if BMA meetings are going to return to in-person. Anthony Tucci noted that there is the possibility of hybrid meetings. The matter may be revisited. Bob Myers asked the outcome of the Birdsboro Power Accommodation Fee meeting and it was noted the matter will be discussed in Executive Session.

Nancy Kauffman asked the status of the 2021 BMA audit and it was noted that the audit has not been received.

Review and Approve Minutes

MOTION: Approve the November 8, 2022, meeting minutes, as presented.

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

Treasurer’s Report

MOTION: Approve the account balances and payment of bills December 13, 2022, as presented.

Moved by: Mary Ann Cotter Seconded by: Jeffrey Kauffman Vote: All present in favor

Manager’s Report – Kelly Yanos

Water Report - A copy of the Water Report will be kept on file. Derrick Rubin noted that the leak repair was a success and the leak was in a 3/4” service line that was leaking directly into the woods. Derrick Rubin noted he is awaiting quotes from DuPont Memcor for membrane tubes.

Sewer Report - A copy of the Sewer Report will be kept on file. Shawn Hoster noted a 1994 Ford F-550 Vac Truck on Municibid and noted the vehicle would be a well needed addition to the Sewer Department.

MOTION: Approve the bidding on the 1994 Ford F-550 Vac Truck with a bid amount not to exceed \$20,000 (not including buyers’ fees, contingent upon the satisfactory inspection of the vehicle).

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

MOTION: Approve the purchase of a Flygt chlorine contacts replacement pump for the Sewer Department from Xylem of a cost not to exceed \$9,500.00.

Moved by: Jeffrey Kauffman Seconded by: Drew Lamb Vote: All present in favor

MOTION: Authorize the appropriate individuals to execute the documentation associated with closing out the Mariner Grant.

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

Birdsboro Power Accommodation Fee – a meeting to discuss the Birdsboro Power Accommodation Fee was held prior to this meeting. Further discussion will take place in Executive Session. It was suggested that there be discussions with Birdsboro Power regarding the fees being paid for the EDU charges and the possibility of collecting fees that should have been being charged prior.

MOTION: Approve the water and sewer budgets as presented.

Moved by: Michael Mettler Seconded by: Mary Ann Cotter Vote: All present in favor

Report on Pedestrian Bridge – Brian Boyer, Borough Engineer, will have the Pedestrian Bridge field survey completed this month and then work on the SWM plans to follow.

MOTION: Approve the bidding on the 1994 Ford F-550 Vac Truck with a bid amount not to exceed \$20,000 (not including buyers’ fees, contingent upon the satisfactory inspection of the vehicle).

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

BFS Photocopier – Solicitor Becker will look into the BFS photocopier contract.

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

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

2022 Chapter 94 Report

MOTION: Authorize Entech to prepare the 2022 Chapter 94 Report.

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

PA Small Water System Grant

MOTION: Authorize Entech to apply for a PA Small Water System Grant and approve Resolution to Authorize Signatories for the PA Small Water System Grant.

Moved by: Mary Ann Cotter Seconded by: Jeffrey Kauffman Vote: All present in favor

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

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

Michael Mettler inquired about the Mascaro Leachate project and it was noted that there has not been any contact from Mascaro. Solicitor Becker will reach out to Mascaro regarding the status of the project.

Solicitor’s Report – Dan Becker

Solicitor Becker provided a brief update of the Gatz right-of-way matter. Solicitor Becker noted there is no new update regarding the McLaughlin litigation case. An Executive Session will be held to discuss the Birdsboro Power Accommodation Fee and Personnel.

Old Business: No old business

New Business:

Approve year-end bonuses for employees – to be discussed in Executive Session

Public Comment: No public comment

Adjournment

The regular meeting recessed into Executive Session at 7:29 p.m. and the regular meeting reconvened at 8:50 p.m. The purpose of the Executive Session was to discuss the Birdsboro Power Accommodation Fee and employee year end bonuses.

MOTION: Authorize an additional \$25,000 in 2023 to the Borough from the Birdsboro Power Accommodation Fee as a good faith gesture as renegotiations continue.

Moved by: Anthony Tucci Seconded by: Jeffrey Kauffman Vote: Motion carried with
abstention from
Mary Ann Cotter

MOTION: Approve employee year-end bonuses as follows: Manager Kelly Yanos: \$1,500.00, Treasurer Bonnie L Frisco: \$1,000.00 and Administrative Assistance Rebecca Aulenbach: \$500.00.

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

The regular meeting was adjourned at 8:53 p.m. The next meeting of the Authority will be held Tuesday, January 10, 2023 at 6:30 p.m.

Respectfully submitted,

Bonnie L. Frisco

Recording Secretary