

Meeting Minutes of the
BIRDSBORO MUNICIPAL AUTHORITY
MEETING HELD VIA TELECONFERENCE
MARCH 14, 2023

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
Drew Lamb, Secretary - present
Mary Ann Cotter, Assistant Secretary/Treasurer – present

Staff Members Present:

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

Visitor(s): Nancy Kauffman, Mrs. Oxenford,

Call to Order

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

Agenda Amendments

MOTION: Add BFS copier to the agenda under the Manager’s report.

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

Public Comment

Chris Herbein of Berks Trail Works inquired when the Cocalico Road parking lot will be worked on and Derrick Rubin noted that work should be complete within a month or two, the job was delayed by a water main break. Chris Herbein noted that the Trail Works is considering putting together a master plan to fix the trail system in the reserve area. Jeffrey Kauffman noted that the trails would be part of the stewardship plan.

Review and Approve Minutes

MOTION: Approve the February 14, 2023 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 March 14, 2023, as presented.

Moved by: Michael Mettler 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 the DEP water plant performance inspection exit meeting is scheduled for March 27. The excavator has been received and the Water Department continues to shop for a trailer for the excavator. Derrick Rubin noted that some of the

composite water meter lids have been installed. The metal door at the garage at the Haycreek PS was vandalized and it was repaired and anything of value was moved to another location. A quote for repair to be obtained.

MOTION: Approve cost of \$950.66 for replacement meter at Daniel Boone High School.

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

Sewer Report - A copy of the Sewer Report will be kept on file. Shawn Hoster reviewed his report and noted that the leachate study started yesterday at 9:00 a.m. Shawn Hoster noted the need for a forklift for the grinder installation for the pump station.

Comcast Easement

Manager Yanos has been contacted by Comcast regarding granting an easement to place a node cabinet on Municipal Authority property along Hay Creek Road. The matter has been turned over to the Solicitor.

Water Treatment Plant Storage Expansion

A joint water plant/public works storage expansion will not be feasible so the projects will be handled separately.

BFS Copier

MOTION: Authorize the Solicitor to submit a 90-day lease and warranty termination letter to Fraser Equipment for the BFS copier.

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

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.

- A grant for the crane truck for the Sewer Department was awarded in the amount of \$106,950.
- A different grinder pump is being looked into for the Cocalico Road PS.
- The Chapter 94 Report to be submitted by the end of the month.
- Communication continues regarding the small water/sewer grant.
- The NPDES permit must be in by June. Entech will be supporting the Water Plant for their DEP exit interview.

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.

Solicitor’s Report – Dan Becker

- An executive session will be held after the meeting to discuss litigation and pending litigation update.

Old Business: None

New Business

Mountain Bike Patrol – Noted was a letter received from Robeson Township regarding funding for mountain bike patrol.

Public Comment: None

Adjournment

The regular meeting recessed at 7:13 p.m. at which time the Authority went into Executive Session to discuss pending litigation. The regular meeting reconvened at 7:18 p.m. There was a brief discussion regarding potential litigation. No action was taken. The regular meeting was adjourned at 7:19 p.m. The next meeting of the Authority will be held Tuesday, April 11, 2023 at 6:30 p.m.

Respectfully submitted,

Bonnie L. Frisco
Recording Secretary