

Meeting Minutes of the  
**BIRDSBORO MUNICIPAL AUTHORITY**  
**MEETING HELD VIA TELECONFERENCE**  
**MAY 9, 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 - absent  
Mary Ann Cotter, Assistant Secretary/Treasurer – present

Staff Members Present:

Kelly Yanos, Manager  
H. David Miller, Entech Engineering, Inc., Wastewater Treatment Engineer  
Dan Becker, Esquire, Kozloff Stoudt - Solicitor

Visitor(s): Nancy Kauffman, Allen Davidheiser, Jr., Bob Myers, Beverly Davidheiser, Josh Castillo, Mrs. Oxenford, Brian Jines

**Call to Order**

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

**Agenda Amendments**

**MOTION:** Add Lease Agreement to the agenda.

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

**Public Comment:** None

**Review and Approve Minutes**

**MOTION:** Approve the April 11, 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 May 9, 2023, as presented.

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

**Manager’s Report – Kelly Yanos**

**Water Report** - A copy of the Water Report will be kept on file.

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

**Davidheiser/Rock Ridge Rental Units**

A request has been received from Davidheiser/Rock Ridge Rentals for the Borough to install borough-read meters in their multi-unit apartment buildings. The Authority requested a cost of the meters for the Davidheiser/Rock Ridge Rentals be obtained.

**EDUs for 400 W. 2<sup>nd</sup> Street**

There were no representative present to discuss the EDU’s for 400 W. 2<sup>nd</sup> Street.

**Rt 724 & Jackson St. - Wholesale Distribution Building**

Josh Castillo of Wilkinson Apex Engineering Group was to discuss utility service for the planned paint supplies warehouse proposed at Rt 724 7 Jackson Street in Robeson Township. There is currently water hook-up for this property. Entech will review the plans.

**Security Cameras for Recreation Areas**

Included in the packets are two quotes for security cameras. One is for Rustic Park, for which Council has asked me to respectfully request that the Authority consider contributing. The other is for Texas field, which has been subject to incidents of vandalism. The action taken.

**Continuation of EMC Stipend**

Discuss authorization to continue the \$267.50/month stipend for the Emergency Management Coordinator for the work he does relative to DEP requirements for the dam. The Authority requested Manager Yanos to check to see if Borough Council is continuing their \$267.50 portion of the EMC stipend and check with EMC Imes to see if he will continue the work he is providing for the Authority for the \$267.50.

**Seasonal Employee**

**MOTION:** Approve to advertise for/hire seasonal employee for maintenance at the watershed at a rate of \$15/hour in accordance with the Teamsters contract, pending Council’s approval.

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

**Ratify Installation of Muffin Monster**

In September of 2022, the Authority authorized the purchase of a Muffin Monster grinder pump for the River Road pumpstation for a cost not to exceed \$10,000 but Envirep had to install the grinder pump for \$1,670.

**MOTION:** Ratify the payment of \$1,670 paid to Envirep for the install of the Muffin Monster grinder pump.

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

**Polymer Feed System Control**

In order to prepare for critical work that must be done to the    at the WWTP, the polymer feed system control must be replaced at a cost of \$12,597.

**MOTION:** Approve the polymer feed system control for a cost of \$12,597 to LRM, Inc.

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

**Spectrophotometer Purchase**

Approval to purchase a spectrophotometer at a cost of \$6,476.17 from USA Bluebook from the Pioneer Crossing Landfill leachate escrow monies. The leachate is tested as it is pumped from the tanker, however the lab tests results are not available for two weeks. With a spectrophotometer, there will be real-time data available so that he can halt out-of-spec flow immediately.

**MOTION:** Approve the purchase of the spectrophotometer from USA Blubook at a cost of \$6,476.17 from the Pioneer Crossing Landfill leachate escrow monies.

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

**Manhole Rehab**

**MOTION:** Approve engaging Sewer Services at a cost of \$3,900 to rehab the manhole on Furnace Street in front of Vinnie’s.

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

**Pedestrian Bridge Update**

Base plan is complete. Next step is floodplain calculations and then finish the permit application.

**Ratification of Court Settlement**

**MOTION:** Ratify payment of \$170,000 to settle McLaughlin litigation.

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

**Authority Members’ Email Addresses**

A quote for the cost for Authority members’ e-mail addresses to be provided at the next meeting.

**South Gate Watershed Access Road**

Quotes to be obtained for guardrail for the South Gate Watershed access road.

**Horseshoe Trail Interconnect**

Jeffrey Kauffman provided information regarding the Horseshoe Trail Interconnect.

**Lease Agreement**

The Authority agreed to move forward with a new lease agreement.

**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.

- 704 Elm Street – H. David Miller is working on assisting in minor repairs to the Authority-owned portion of the lateral sewer for 704 Elm Street. The homeowner has been experiencing repeated backups.

**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 ongoing litigation.

**Old Business**

Anthony Tucci asked if the signs and dog stations at the watershed have been installed. Manager Yanos will look into that as well as check on the No Parking signs at the South gate.

**New Business:** None

**Public Comment:** None

**Executive Session**

The Authority went into Executive Session at 7:32 p.m. to discuss ongoing litigation. The regular meeting reconvened at 7:40 p.m. No action will be taken.

**Adjournment**

The regular meeting was adjourned at 7:41 p.m. The next meeting of the Authority will be held Tuesday, June 13, 2023 at 6:30 p.m.

Respectfully submitted,

Bonnie L. Frisco  
Recording Secretary