

Meeting Minutes of the
BIRDSBORO MUNICIPAL AUTHORITY
MEETING HELD VIA TELECONFERENCE
AUGUST 8, 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
Bonnie L. Frisco, Recording Secretary

Visitor(s): Nancy Kauffman, Chris Herbein, Logan Fox, Stephan Kincaid, Christy Oxenford

Call to Order

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

Agenda Amendments

MOTION: Add approval of Berks Trails Works bike race on October 14 utilizing the preserved lands and trails.
Moved by: Mary Ann Cotter Seconded by: Jeffrey Kauffman Vote: All present in favor

Public Comment

MOTION: Approve Berks Trails Works bike race on October 14 utilizing the preserved lands and trails, contingent upon satisfactory liability indemnification.
Moved by: Mary Ann Cotter Seconded by: Jeffrey Kauffman Vote: All present in favor

Review and Approve Minutes

MOTION: Approve the July 11, 2023 meeting minutes, as presented.
Moved by: Michael Mettler Seconded by: Mary Ann Cotter Vote: All present in favor

MOTION: Approve the July 26, 2023 special meeting minutes, as presented.
Moved by: Michael Mettler Seconded by: Jeffrey Kauffman
Vote: All in favor except for Mary Ann Cotter abstaining due to her absence at the July 26, 2023 special meeting.

Treasurer’s Report

MOTION: Approve the account balances and payment of bills August 8, 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.

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

Forestry Plan Proposals Update

MOTION: Engage the services of Jacob Shultz of Shultz Forest Management and Consulting, LLC for the Forestry Plan as proposed.

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

Davidheiser Rental Units

There was discussion regarding the meter readings for the Davidheiser rental units.

MOTION: Approve Davidheiser apartments retrofit for an approximate materials cost of \$6,000 and labor costs approximately \$1,100 to \$1,600, contingent upon charging Davidheiser for the cost of materials and regular time costs, and not utilizing staff for overtime.

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

Aqua-Duck Filling Station Proposal

Derrick Rubin, Chief Water Operator, identified a potential site for the Aqua-Duck Filling Station. Solicitor Becker to prepare an agreement.

MLK Valve Replacement Quote

MOTION: Approve the MLK & Associates, LLC for the valve replacement for the amount of \$14,625.

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

Hach Service Quote

MOTION: Approve the 2024 Hach Service Partnership quote for the amount of \$15,129.09.

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

H&K Watershed Access

The access from H&K to the northeastern portion of the watershed has been permanently closed by DEP directive. A new access must be located or created.

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.

H. David Miller noted that the leachate pilot study has been concluded, a meeting with DEP, Pioneer Crossing Landfill and Entech to discuss requirements moving forward, pretreatment of leachate will be required by EPA.

Wastewater Sampler Purchase

MOTION: Approve the purchase of WWTP samplers in accordance with Teledyne quote with an amount not to exceed \$21,264.

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

Approve LSA Grant Application

H. David Miller noted that the grant application for LSA funds is only eligible for emergency services; therefore, applications will not be submitted.

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

Leachate Project

Solicitor Becker noted that Solicitor Fox, representative for J.P. Mascaro, noted that approval was obtained by Pottstown Borough to send leachate to Pottstown plant as part of their long-term plan, if leachate was to flow to Birdsboro it would need to be pretreated.

Comcast Easement Considerations

Solicitor Becker noted that Comcast has been unwilling to commit to an amount for the easement and it was recommended that Solicitor Becker counter with \$5,000.

Old Business

Lease Agreement Follow-up

Solicitor Becker noted himself and Solicitor Gombar are preparing a draft Parks Lease Agreement for review by the ad-hoc committee.

Security Cameras: No new report.

Satiro EDU’s: No new report.

New Business

Mike Mettler suggested an end of the year picnic with Council, the Authority and employees. Anthony Tucci noted that is a good idea and Mike Mettler should talk to Council.

Executive Session

Executive Session: Executive Session not needed.

Adjournment

The regular meeting was adjourned at 7:04 p.m. The next meeting of the Authority will be held September 12, 2023 at 6:30 p.m.

Respectfully submitted,

Bonnie L. Frisco
Recording Secretary