

Meeting Minutes of the
BIRDSBORO MUNICIPAL AUTHORITY
MEETING HELD VIA TELECONFERENCE
NOVEMBER 21, 2023

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

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

Staff Members Present:

H. David Miller, Entech Engineering, Inc., Wastewater Treatment Engineer
Colin McFarlane, Esquire, Kozloff Stoudt - Solicitor
Shawn Hoster, Chief Operator – Wastewater Treatment
Derrick Rubin, Chief Operator – Water Treatment
Bonnie L. Frisco, Recording Secretary

Visitor(s): Nancy Kauffman, Nick Bieber of Herbein and Company, Bob Myers

Call to Order

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

Agenda Amendments: None

Public Comment

Review and Approve Minutes

MOTION: Approve the October 10, 2023 meeting minutes as presented.

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

Treasurer’s Report

MOTION: Approve the account balances and payment of bills November 14, 2023, as presented.

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

Manager’s Report – President Tucci

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.

2022 BMA Audit Presentation

Nick Bieber of Herbein and Company delivered the 2022 BMA Audit Presentation.

2024 Proposal Capital Items

There was review of the 2024 Proposed Capital Items which included facility expansions for the Water and Sewer Departments, and for the Sewer Department a pick-up truck, motor-control center upgrade and

repair/overhaul RBC wall and for the Water Department a trailer, mower/tractor and the backhoe currently residing with the Public Works Department

CodeRed Quote

MOTION: Approve the CodeRed quote in the amount of \$15,200.59 for a service term of three years.

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

Land Swap Update

A map of the BMA's infrastructure at Texas Field has been provided to the Ad-Hoc/Land Swap Committee.

Updated Capital Improvements Study

No action was taken on the Updated Capital Improvements Study.

Approval to Advertise WWTP Thermometers on Municibid

MOTION: Approve advertising for sale the WWTP thermometers on Municibid.

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

2023 Silverado Quote

MOTION: Approve purchase of a 2023 Silverado for the Sewer Department in accordance with the Turner quote of \$37,017.

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

Approval of Water and Sewer Budgets

MOTION: Approve the 2024 Water and Sewer Budgets.

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

Emergency Management Seminar - \$175: Discuss after Executive Session

Executive Session: Pending Litigation and Personnel: Executive Session to take place at end of meeting

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.

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.

MOTION: Approve Work Order No. 4187-EWO-230849 for the Emergency Action Plan for a cost of \$9,900.

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

MOTION: Approve Work Order No. 4187-EWO-230495 for the Lead Service Line Inventory – Phase 1 for a cost of \$13,500.

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

Solicitor's Report – Colin McFarlane

No new report.

Old Business

No new report.

New Business

No new business.

Executive Session

The Authority recessed into Executive Session at 7:13 p.m. to discuss potential litigation and personnel. The regular meeting reconvened at 7:45 p.m. Solicitor McFarlane noted that the Executive Session was discuss a potential litigation matter concerning trespass at the Watershed and personnel, specifically personnel that may not be fulfilling their duties.

MOTION: Approval the Emergency Management Seminar for a cost of \$175.

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

Adjournment

The regular meeting was adjourned at 7:47 PM. The next meeting of the Authority will be held Tuesday, December 12, 2023 at 6:30 p.m.

Respectfully submitted,

Bonnie L. Frisco
Recording Secretary