

Meeting Minutes of the
BIRDSBORO MUNICIPAL AUTHORITY
MEETING HELD VIA TELECONFERENCE
APRIL 9, 2024

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

- Jeffrey Kauffman, Chairman – present
- Anthony Tucci, Vice Chairman – present
- Michael Mettler, Treasurer – via zoom
- Mary Ann Cotter, Secretary – present
- Kevin Orman, Assistant Secretary/Treasurer - present

Staff Members Present:

- Kelly Yanos, Manager
- H. David Miller, Entech Engineering, Inc., Wastewater Treatment Engineer
- Joan London, Esquire, Kozloff Stoudt - Solicitor
- Bonnie L. Frisco, Recording Secretary

Visitor(s): Dean Miller (via zoom), Ed and Maria Satiro, Bill Fox (zoom), Nancy Kauffman, Bob Myers, Nelson Ott

The meeting was called to order by Jeffrey Kauffman at 6:31 p.m.

AGENDA AMENDMENTS

MOTION to amend the agenda to add EDU request for new home at 519 Garfield Avenue.

	Motion	2nd	Yes	No	Abstain	Absent
Mary Ann Cotter	X		X			
Michael Mettler			X			
Anthony Tucci		X	X			
Kevin Orman			X			
Jeffrey Kauffman			X			

PUBLIC COMMENT

Nancy Kauffman, 7 Mansion Ct E, noted that the security cameras at Rustic Park do not pick up the pedestrian bridge where vandalism is taking place. An additional security camera will need to be installed.

Bob Myers, 308 W. 2nd Street, that he would like to see the Birdsboro Power accommodation fee have a more equitable splits between the Authority and the Borough, being that the Borough provides a host of services and felt the Borough should receive more of the distribution.

REVIEW AND APPROVAL OF MINUTES

MOTION to approve the March 12, 2024, as amended.

	Motion	2nd	Yes	No	Abstain	Absent
Mary Ann Cotter			X			
Michael Mettler		X	X			
Anthony Tucci	X		X			
Kevin Orman			X			
Jeffrey Kauffman					X	

Amendment to the minutes is to add motion by Mary Ann Cotter and seconded by Kevin Orman to add Executive Session to the agenda, at the request of Joan London, Esq. Vote abstention by Jeffrey Kauffman due to his absence at the March 12, 2024 meeting.

TREASURER’S REPORT

MOTION: Approve the account balances and payment of bills.

	Motion	2nd	Yes	No	Abstain	Absent
Mary Ann Cotter		X	X			
Michael Mettler			X			
Kevin Orman			X			
Anthony Tucci	X		X			
Jeffrey Kauffman			X			

MOTION: Ratify payment of Ratify payment of \$4,879.50 check to Union Blue Enterprises for the WWTP cube containers, \$970.00 and \$900.00 to the Berks County Conservation District for the Pedestrian Bridge Chapter 102 review fee

	Motion	2nd	Yes	No	Abstain	Absent
Mary Ann Cotter		X	X			
Michael Mettler			X			
Kevin Orman			X			
Anthony Tucci	X		X			
Jeffrey Kauffman			X			

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.

Acknowledgement of Line of Credit

MOTION: Acknowledge the extension of the Vist Bank line of credit to December 1, 2024.

	Motion	2nd	Yes	No	Abstain	Absent
Mary Ann Cotter			X			
Michael Mettler			X			
Kevin Orman		X	X			
Anthony Tucci	X		X			
Jeffrey Kauffman			X			

Rustic Park Lease Agreement/Land Swap

MOTION: Move forward with the preparation of the two separate agreements for the Rustic Park Lease Agreement/Land Swap.

	Motion	2nd	Yes	No	Abstain	Absent
Mary Ann Cotter			X			
Michael Mettler			X			
Kevin Orman		X	X			
Anthony Tucci	X				X	
Jeffrey Kauffman			X			

Accommodation Fee

MOTION: Authorize to have the accommodation fee remain at 80% to the BMA and 20% for the Borough as recommended by the representatives from Council and the Authority.

	Motion	2nd	Yes	No	Abstain	Absent
Mary Ann Cotter					X	
Michael Mettler	X		X			
Kevin Orman		X	X			
Anthony Tucci					X	
Jeffrey Kauffman			X			

EDU Request for New Home at 519 Garfield Avenue

No representatives present for discussion.

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.

Satiro EDUs: To be discussed in Executive Session

EWO Hay Creek Streambank Restoration and Retaining Wall Design

MOTION: Approve EWO P240273 for the Haycreek Stabilization – Area 1 project for a cost of \$61,100.

	Motion	2nd	Yes	No	Abstain	Absent
Mary Ann Cotter		X	X			
Michael Mettler			X			
Kevin Orman			X			
Anthony Tucci	X		X			
Jeffrey Kauffman			X			

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 – JOAN LONDON

Satiro EDUs: To be discussed in Executive Session

Appraisal Agreements: Appraisal agreements on hold due to pending litigation.

OLD BUSINESS: No old business

NEW BUSINESS

Leachate Project

It was noted that a meeting was held with J.P. Mascaro representative, Shawn Hoster (Chief Sewer Operator) and H. David Miller (Wastewater Engineer) to discuss the leachate project. Jeffrey Kauffman noted that all future meetings as such are to be arranged through Kelly Yanos.

Pedestrian Bridge Bollard

There was discussion regarding retrofitting the pedestrian bridge bollards so that they can be more easily removed by emergency/maintenance vehicles. Township Engineer Brian Boyer suggests cutting hand holes in the side of the bollards or adding flanges or handles to the outside to use to lift. It was suggested that Brian Boyer be consulted as to the weight rating of the bridge.

Excavator Trailer

Direction was given to the Water Department to obtain prices for a trailer for the excavator.

PUBLIC COMMENT: None

EXECUTIVE SESSION

The Authority recessed into Executive Session at 7:40 p.m. and reconvened the Authority meeting at 8:01 p.m. Joan London noted that the Executive Session was to discuss possible resolutions for the Satiro EDU matter. No action was taken.

ADJOURNMENT

The regular meeting was adjourned at 8:03 p.m. The next meeting of the Authority will be held Tuesday, May 14, 2024 at 6:30 p.m.

Respectfully submitted,

Bonnie L. Frisco
Recording Secretary