

EAST BERLIN AREA JOINT AUTHORITY
103 LOCUST STREET, PO BOX 37
EAST BERLIN, PA 17316
October 1, 2015

The monthly meeting of the East Berlin Area Joint Authority was held October 1, 2015 at 103 Locust Street, East Berlin, PA 17316, and was conducted by Chairman Gerald L. Mummert. The meeting opened with the Pledge of Allegiance at 7PM.

Members Present: Gerald L. Mummert; Charles Krall; Rick Saxon; Ron Weidner; and Harold Lau.

Also Present: Solicitor Matt Battersby; Secretary, Hannelore Furst; Treasurer, Charles Eisenhart; Deepthi Kalyanam of Buchart-Horn; also, Bill Meals and Jeff Colton of Buchart-Horn; Randy Inskip; Robbie Teal; David Richards; John Scrivens and Nathan Boyer.

Chairman Mummert welcomed Harold Lau; East Berlin Borough Council appointed Mr. Lau to serve the remainder of Mr. Clayton's term, which will end December 31, 2015.

Minutes: *A motion was made by Rick Saxon to accept the minutes of September 3, 2015; with a second by Ron Weidner. Motion carried to accept the minutes as written.*

Payment of Bills: All members received a copy of the bills and receipts for September 2015, the bills totaled \$24,747.40 from the operational funds. *A motion was made by Harold Lau to pay the bills for September 2015 with a second by Charles Krall. Motion carried.*

Public/Guest Comment: Randy Inskip requested a reduction in the water and sewer connection fees on the property at 207 Kuhn Drive. In November 2004, Mr. Inskip (Jemez, LLC) bought the property at 207 Kuhn Drive in a sheriff sale. The property has been an empty lot since the demolition of the cottage in November 2010. Mr. Inskip informed the Board that he received his permit from Land & Sea Co to put a double wide on the property, and he received a zoning permit from the county. No capital expense fees were paid from the time Mr. Inskip bought the property. The Board decided they would have to discuss this and would inform Mr. Inskip of their decision. It was mentioned the Borough should have notified the Authority that Mr. Inskip received his zoning and planning permits. The employees will check the availability and condition of the lines since there wasn't any usage of the lines for the past eleven (11) years. Mr. Inskip left the meeting at 7:12 pm.

Bill Meals of Buchart-Horn, Inc. mentioned they were here to give the Board some ideas on what neighboring communities are doing with their water and sewer rates, the ten year plan of 2010, and some the things they are seeing on the regulatory side of water and sewer departments. Jeff Culton of Buchart-Horn, Inc. mentioned Deepthi has put together some information that compares our water rates to other municipalities in the area. Deepthi handed out charts on the rates, and Mr. Culton mentioned our rates are in the middle of the rates in the area. This is based on rates for each household at approximately 12,000 gallons per quarter. Mr. Colton mentioned that when you establish the rates you should have enough in reserves to handle problems that may occur in the future. Rates should be increased in small increments for a long period of time. Commercial rates at other establishments charge a higher flat rate; you could charge a larger flat; then you would need to look at the size of the line coming into their facility and the size of the water meter; this would be one way of increasing your revenue. Sewer rates are average also. The capital expenditure plan that was developed in 2010 lists projects to be done, at this point some have already been completed. The upcoming regulations on the water side, after the SRBC, everything should be good because there are no requirement changes that they are aware of. The sewer side there is always the Chesapeake Bay Commission, that is fighting to get Pennsylvania to comply with Maryland requirements on the enhanced nutrient removal. We may have to reduce our nitrogen and phosphorous level at a later date. Deepthi mentioned the SRBC has not finished their review and there are some forms that need to be updated, that she is working on. Mr. Meals and Mr. Colton left the meeting.

David Richards mentioned that he read the minutes of April 2014 to May 2015, that he has some disagreements with and some he has comments on. He handed out a packet of information to the Board and would like them to read it and perhaps comment on it at the next meeting.

Engineer's Report: Deepthi Kalyanam of Buchart-Horn stated SRBC did receive the administrative review of the aquifer testing and there are still some forms to update. Chairman Mummert mentioned an email that was received today from SRBC about updating the administrative portion of the report. Copies of the email were provided to the Board. Chairman Mummert also presented the 2016 agreement of Buchart-Horn, Inc; which has been reduced From \$4,200.00 to \$3,500.00 a year for their retainer. Chairman Mummert asked what Deepthi's classification was; and was told she is an Engineer II (Pay Grade 6). *A motion was made by Ron Weidner to accept the Buchart-Horn, Inc proposal of \$3,500.00; with a second by Charles Krall. **Motion carried.***

Solicitor's Report: Solicitor Battersby reported that he had also spoke with Mr. Inskip previously and told him he would have to pay the connections fees for water and sewer (Solicitor's opinion) or make up all the back quarter capital expense fees. There was a brief discussion on the abandoned service and the past quarterly capital expense fees. The lines will have to be inspected. Ron Weidner mentioned that Mr. Inskip should not have been issued a building permit or county permit without knowledge of any EDU's available. *A motion was made by Ron Weidner to charge Mr. Inskip the \$2500.00 (connection fee) plus \$100 (inspection fee) to equal \$2,600.00 for the water connection, and \$5,128 (connection fee) plus \$100.00 (inspection fee) to equal \$5,228.00 for the sewer connection; with a second by Charles Krall. **Motion carried.*** The secretary will notify Mr. Inskip of the Board's decision.

Treasurer's Report: Charles Eisenhart reported there is one account at the District Justice for a hearing. There was just over \$10,000.00 in delinquent fees this past quarter and that is now the lowest it has been. Chairman Mummert commended Mr. Eisenhart and Ms. Furst for their hard work at collecting these fees.

Secretary's Report: Hanna Furst reported she received an email from Smith Elliott and Kerns and Company inquiring whether the Authority would want an one year quote or three (3) year quote. Charles Krall suggested getting additional quotes for a three (3) year period for the Authority audits. The secretary will inform Smith Elliott and Kerns and Company that the Authority is interested in a 3 year quote and will be checking over companies for pricing.

New Business: None

Old Business: Chairman Mummert presented two (2) quotes for the various areas in town that need the paving repaired where the water lines were worked on. Asphalt Works quote was for \$9,000.00; but did not include hiring Flagger Force for the state roads and Tom Parichuk Paving & Excavating, LLC's quote was \$9,250.00 which included Flagger Force. Rick Saxon inquired why Parichuk Paving reduced their quote. Nathan responded that it was quoted as if Flagger Force would be used on all the roads, but it is only necessary on the state roads and to reduce the cost, they will not be used for the town roads. *A motion was made by Rick Saxon to hire Tom Parichuk Paving at the cost of \$9,250.00; with a second by Ron Weidner. **Motion carried.***

Charles Krall mentioned the work on the lines at the town square has been completed; and the Authority will be getting the invoice for their share soon.

Operator's Report:

Nathan Boyer –Everything good, nothing to report.

John Scrivens –Everything good, nothing to report

Correspondence:

- SRBC requesting the administrative section of the report be updated.

There being no further business, *Ron Weidner made a motion to adjourn the meeting; with a second by Rick Saxon. **Motion carried.***

Meeting adjourned at 7:45 PM. Next meeting will be held November 5, 2015 at 103 Locust Street at 7 PM.

Respectfully submitted

Hannelore B. Furst, Secretary EBAJA