

EAST BERLIN AREA JOINT AUTHORITY  
103 LOCUST STREET, PO BOX 37  
EAST BERLIN, PA 17316  
March 7, 2013

The monthly meeting of the East Berlin Area Joint Authority was held on March 7, 2013 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:** Chairman Gerald L. Mummert; David Richards; and John O'Brien.

**Members Absent:** Charles Krall and Robert Clayton excused for medical reasons.

**Also Present:** Secretary, Hannelore Furst; Treasurer, Charles Eisenhart; Solicitor Matthew Battersby; Bruce Hulshizer of Buchart-Horn; John Scrivens and Roberta Teal.

**Minutes:** *A motion was made by David Richards to accept the minutes of February 7, 2013, as written; with a second by John O'Brien. **Motion carried.***

**Payment of Bills:** All members received a copy of the bills and receipts for February, which totaled \$16,546.13, from the operating funds. *A motion was made by John O'Brien to approve payment of the bills for February; with a second by David Richards. **Motion carried.***

**Public Comment:** None.

**Engineer's Report:** Bruce Hulshizer of Buchart-Horn reported he reviewed the bids and had a consistent problem with the bidders. The last paragraph of the bid package stated in bold and underlined that the contractors search for and do solicitation of potential participation of Disadvantage Business Enterprise (DBE) firms in competitive bidding process; shall be submitted with the bid. Neither general nor electrical bids included this with their bids; which is required for Pennvest funds. Solicitor Battersby stated to be fair to all bidders our only option is to reject all bids and rebid the whole project. *A motion was made by John O'Brien to reject all bids and rebid the project; with a second by David Richards. **Motion carried.*** Bruce presented an engineering proposal to rebid the project for a fee of \$5,500. *A motion was made by John O'Brien to accept the proposal for rebidding the project; with a second by David Richards. **Motion carried.*** Bruce mentioned they would not include a pre-bid meeting and the bids would be open on April 4<sup>th</sup> at 2 PM and announced 7 PM at the meeting.

Bruce also informed the Board that Pennwood is building a new warehouse and has submitted a plan to the Authority requesting a planning exception for sewage facilities planning. Bruce would need to review the plan. Solicitor Battersby suggested Bruce check with Rob Thaeler, Zoning Officer concerning the requirements of a warehouse. *A motion was made by John O'Brien to approve Bruce Hulshizer reviewing the Pennwood plans; with a second by David Richards. It was mentioned to invoice Pennwood for the review. **Motion carried.***

**Solicitor's Report:** Solicitor Battersby reported he spoke with Solicitor Sharon Myers concerning the status of the agreement with Reading Township and the Authority. Apparently, Reading Twp is submitting a combined application grant for the connection of Conewago Park area to the Authority's plant and to construct their treatment facility in the Laughman's Bottom area. Reading Twp is currently doing archeological testing of Laughman's Bottom. There is speculations that if Reading Twp. doesn't get the grant, then the Conewago Park area would not be connecting to EBAJA sewer treatment facility.

Solicitor Battersby also mentioned he has not heard anything back from B D Equities on the right of way.

**Treasurer's Report:** Charles Eisenhart reported there are 59 delinquent accounts for a total of \$26,079.99. Mr. Eisenhart suggested we should be adding the administrative/postage fees for each past due letter sent to the delinquent accounts. Solicitor Battersby agreed that it was permissible. Currently, only the last certified letter includes the postage fees. David Richards questioned a past due account that special arrangements had been made for and whether he was keeping up his end of the bargain. The secretary contacted the owner, he wishes to change his arranged agreement;

since his tenant has moved and he would be sending a letter stating such. The Board stated Charles Eisenhart has done a great job keeping the past due accounts from getting out of hand.

Charles Eisenhart suggested increasing the capital expense fee for water accounts by \$10.00; especially since we are borrowing money from Pennvest. There was brief discussion of increasing the capital expense fee for the July billing and informing the residents on their April billing. David Richards mentioned he had sent an email of his support on weighted EDU's; for both water and sewer. He explained the different quintiles and the cross subsidy of the largest users. He suggested having a commercial rate for water or using EDU rating for the top users. The discussion continued about putting the notice of the increase on the April billing. *A motion was made by John O'Brien to add the following message to the April water and sewer billing: There will be an anticipated \$10 increase of the fixed rate starting with the July billing; with a second by David Richards.* **Motion carried.** The increase will be made official with a resolution at April's meeting.

New Business: Chairman Mummert presented information on a quote for more water meters at a lesser quantity. The Board would like to know where the price break starts.

The web site is up but still needs a history page. The secretary explained the refund amount for the website on the bill list; the web master decided he didn't actually do a lot of work in 2012 to warrant the fee. It was also noted the lease renewal for the office will be due in April; Board's consensus is to remain at this location.

Old Business: Rapid Response and pay grade information postponed again; due to Charles Krall's absence. The secretary did talk with Jonathan Greiner from Rapid Response. He stated they could give other entities a password with our permission but thought it better that we had control.

Operator's Report:

Nathan Boyer-Nothing, absent.

John Scrivens-reported the float was replaced at the Branch Circle pump station. There a brief discussion on the alarm system for the wells. They will be testing for nitrates at the end of the month. John also suggested the boys attend a class to be held in Gettysburg, May 20<sup>th</sup>.

Correspondence:

Received a response letter from Reading Twp. Board of Supervisors, that they will not be paying the invoice we sent them for the special meeting held November, 7, 2012.

The next scheduled meeting will be April 4, 2013 at 7 PM.

There being no further business, *John O'Brien made a motion to adjourn the meeting; with a second by David Richards.*

**Motion carried.** Meeting adjourned at 7:52 PM.

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Gerald L. Mummert, Chairman EBAJA

ATTEST:

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Hannelore B. Furst, Secretary EBAJA