

EAST BERLIN AREA JOINT AUTHORITY
103 LOCUST STREET / PO BOX 37
EAST BERLIN, PA 17316

AUGUST 3, 2023

The monthly meeting of the East Berlin Area Joint Authority Board was held August 3, 2023 at 103 Locust St., East Berlin, PA. The meeting was presided over by Vice Chairman Weidner. Vice Chair Weidner opened the meeting at 7pm with a Pledge of Allegiance to the American flag.

Members Present: Vice Chairman R. Weidner, R. Teal, W. Staub, G. Green,

Members Absent: C. Krall

Also Present: Brian Funkhouser of BH, Melissa Earp, John Scrivens, Treasurer, H. Lau

Guests: Rodger Meyers, Patricia Golden

Agenda: A motion was made by G. Green to accept the agenda for August 3, 2023 board meeting as written, with a second by R. Teal. **Motion carried to accept the agenda as written.**

Minutes: A motion was made by W. Staub to accept the minutes of July 6, 2023 as written, with a second by G. Green. **Motion carried to accept the minutes as written.**

Payment of Bills: All members received a list of payables for July 2023, totaling **\$29,443.40** from the Operational funds. A motion was made by G. Green to pay the July 2023 bills, with a second from R. Teal. Motion carried.

Public / Guest Comment: Rodger Meyers and Pat Golden were present to represent the tenants of East Berlin Commons. Mr. Meyers had several questions, including, why was the office sometimes not staffed (A: the office has only one part time employee who must also run the errands), where are the water meters located in the apartment complex (A: the board members were not sure; the operators were absent from the meeting to assist with that information), and the billing practices. The guests were informed the meters are read quarterly, usually the last week of the month, the bills are generally sent out a week later. Individual bills for each of the forty units are mailed to the apartment complex management company. The quarterly bills show consumption and individual charges for water and sewer. The guests had many other grievances that did not relate to the Joint Authority.

Engineer's Report:

- Brian Funkhouser, CEO of Bucharth Horn was present in place of Diana Young who was on vacation. He thanked the board for their business over the past decades.
- Still waiting for to see if EBAJA is awarded any grant money from the state before moving forward with the WWTP expansion project.

Solicitor's Report:

- Has heard nothing regarding the PA State grant money; expecting information once the Pennsylvania state budget is passed.

Treasurer's Report:

- Open balance of : \$42,522.74
- Truist closed the line of credit since it laid dormant for seven (7) years. EBAJA will need to reapply with attorney prepared documents to reopen the line.
- Opened the investment accounts with ACNB; two CD's and one Money Market account.

Secretary's Report:

- Finished creating the service line inventory book with forms for every service line. Handed the book over to Nathan.
- Will begin service line inspections in earnest next month.
- Will be out of the office on August 8 and 10 for personal reasons. Advised to post on the website that the office will be closed.

Unfinished Business:

LCCR project:

- The operator's have determined there are approximately 326 curb boxes that will need to be dug up to properly conduct the Service Line Inventory. This number was determined by eliminating any connections made, replaced, or repaired after Jan 1, 1991.
- W. Staub presented quotes to rent a 4000 lb mini excavator:
 - United Rental - \$1800/wk
 - Sunbelt - \$1075/wk
 - Bestline - \$870/wkTo rent a backhoe:
 - United Rental - \$1900/wk or \$4700/month
 - Sunbelt - 1350/wk or 3960/monthHe suggested getting the operators a posthole digger.
- The cost of a backhoe attachment is \$14,185.00. That does not include labor to install. It was suggested to ask the borough if they would be interested in sharing the cost. A decision on the backhoe will be tabled until the next meeting, pending discussion with the borough council.
- The operator's have completed a few of the inspections in grassy areas by digging by hand.

New Business:

- G. Green made a motion to authorize the expenditure of a new office chair, not to exceed \$300.00. R. Teal seconded. Motion carried.
- G. Green made a motion to allow secretary to extend hours during billing cycle or special projects when needed. R. Teal seconded. Motion carried to allow secretary to work extra hours when necessary.
- G. Green made a motion to have the computers overhauled and add updated software necessary for the Service Line Inventory spreadsheet. R. Teal seconded. Motion carried.
- Zwingli has building plans to reconfigure four parcels of land along West King St. The purpose of the plan is to consolidate and subdivide the existing four parcels into two lots containing the existing church and an existing residence. In addition, the shared water and sewer services will be separated and two parking spaces will be added for the residence. Nathan needs to approve the plans related to the water and sewer lines.

Operator's Report:

- The quote from Kline's for the annual cleaning of the lift station is \$4460.00. Motion was made by R. Teal to accept the contract with a second from W. Staub. Motion carried.
- Replaced the solenoid valve on SBR#1 ferric chloride dilution line at WWTP.
- PLC upgrade at the WWTP is scheduled for the beginning of September.

Correspondence:

- none

Executive Session: n/a

Motion to adjourn the meeting was made by G. Green and seconded by *W. Staub*. **Motion carried**. Meeting was adjourned by Chairman Krall at 7:50 p.m.

The next monthly board meeting is scheduled to be held **September 7, 2023** at 103 Locust Street at 7:00 p.m.