

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

March 3, 2011

The monthly meeting of the East Berlin Area Joint Authority was held on March 3, 2011 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 7 PM.

Members Present: Chairman Gerald L. Mummert; John O'Brien; Robert Clayton; Charles Krall and David Richards.

Absent: None

Also Present: Secretary, Hannelore Furst; Treasurer, Charles Eisenhart; Solicitor Matthew Battersby; Bruce Hulshizer of Buchart-Horn; John Scrivens; Nathan Boyer; and Craig Paskoski, Evening Sun reporter.

Minutes: *A motion was made by John O'Brien to accept the minutes of February 3, 2011 as written, with a second by Robert Clayton. **Motion carried.** A motion was made by John O'Brien to accept the minutes of the special meeting of February 21, 2011 as written, with a second by Robert Clayton. **Motion carried.***

Payment of Bills: All members received a copy of the bills and receipts for February, which totaled \$56,571.35. *John O'Brien moved to pay the bills for February; with a second by Robert Clayton. **Motion carried.***

Engineer's Report: Bruce Hulshizer reported on the two projects that are going on simultaneously, the groundwater rule project and the two problem wells, which relate to each other. At the special meeting of February 21, 2011 the Board had decided to use smaller piping. Bruce mentioned the problem with the reducer parts and their availability. There was a slight change in the design of the fittings; instead of eccentric fittings, they will be using concentric fittings. The concentric fittings will need an air release valve. The consensus of the Board was to put valves inside the well houses.

Bruce informed the Board about the pumps at Well 2 and Well 4. The pump at Well 4 was moved to Well 2 on Monday and Well 4 pump should be installed next week. It should be about 2-3 weeks later for the variable frequency drive, flow meters, and level sensors. He also reported the flow meters at Well 2 and 4 cannot be calibrated and he suggested a new flow meter (mag meter) and chlorine pumps for an estimate of \$15,428.00 for both wells. Another additional cost would be level sensors which Susquehanna River Basin Commission (SRBC) will be requiring in the future. He suggested 3 options: another chart recorder, a digital recorder, or cellular service signals. It was suggested to get some quotes for these options.

*John O'Brien made the motion to approve Kohl Bothers to get flow meters and chlorine feed pumps for an estimated cost of \$15,428.00; with a second by Robert Clayton. **Motion carried.***

*Robert Clayton made the motion to approve E.K. Services to put in concentric reducers and air release valves at Wells 1, 2, & 4; subject to the engineer negotiating the cost, not to exceed \$50,000.00; with a second by Charles Krall. **Motion carried.***

There was a brief discussion about removing the extra conduits from Well 2; it was estimated they were there since 1971. The consensus of the Board is to leave them there.

Bruce handed out copies of the 2010 Chapter 94 Wasteload Management Report for DEP and went over it with the Board. *John O'Brien made the motion to approve submitting the report to DEP and for the secretary, Hannelore Furst to sign the report; with a second by David Richards. **Motion carried.***

Solicitor's Report: Matt Battersby reported the H2O funds are still possibly going to be available. CW Test property now belongs to the banks. He will check with the banks to see what they plan to do with the property. He has not heard anything from Reading Township yet. Solicitor Battersby left the meeting at 7:40 PM.

Treasurer's Report: Charles Eisenhart and Solicitor Battersby discussed the filings of delinquent accounts at the District Magistrate. Mr. Eisenhart reported at the end of this collection period there are 95 delinquent accounts for a total of \$21,623.27. Our policy is if they are behind 90 days, we start the reminder letters. After 3 letters, the final notice is to the District Magistrate. A payment plan for the residents can be set up for the amount they owe, if they miss a payment then it is taken to the District Magistrate also. Mr. Eisenhart also suggested the Board should decide if interest should be added to the delinquent accounts.

He also reported, we have received all the H2O Grant money, and will be receiving some Pennvest money. Also, of the \$150,000.00 borrowed from the water fund; there is only \$229.24 that is still owed to the water fund.

The Water/Sewer Project fund now will only have one use and that will be for the interest payments for the Pennvest loan, which right now is around \$7,000 each month until September. In September the repayment of the loan will be \$22,000.

David Richards questioned the financial results of 2010. Mr. Eisenhart mentioned Mr. Richards would have that information when the audit is completed.

There was discussion on the possible increase of the sewer rates. Chairman Mummert stated that Mr. Richards provided many papers with sewer rate information and he would need time to digest the information. Charles Krall suggested there should be a special meeting for a rate increase, to sit down and hash out the information. It was decided to have the special meeting on March 15, 2010 at 9 AM at the Authority office, to discuss sewer rates.

New Business:

Chairman Mummert introduced the handout of the Authority's Specifications for Building Sewer Installations, which will be given to the residents of Schoolhouse Lane when they pick up their sewer connection permits. The Board went over the handout and modified the specification. This resolution will become part of Section 4 of the Wastewater Ordinance. *The Specifications for Building Sewer Installations was approved with the modifications and adopted as **Resolution # 2011-2** with a motion by Charles Krall and a second by Robert Clayton. **Motion carried.*** There was discussion on the water meter installation specifications which are defined in the Water Ordinance.

Chairman Mummert reported he received information on sludge hauling services from a new vendor but did not have a chance to do a comparison with our current hauler; he will report at the next board meeting.

David Richards asked for a vote to transfer the current grant lobbying fees from the construction fund to the water operating fund. *David Richards made a motion to transfer the current lobbying fees from the sewer construction fund to the water operating fund.* There was some discussion between Mr. Richards and Chairman Mummert stated the auditors had no problem with the way it was done. Mr. Richards stated the auditors were wrong; because he was an auditor, and it should not have been permitted. He stated it was an incorrect accounting entry. *Robert Clayton gave the second for the motion to transfer the current water lobbying expense from the sewer capital expense to the water operating expense.* It was explained on the profit and loss statement the fees were classified as the water account. **The motion was tabled.**

David Richards suggested establishing a procedure for recording and saving the minutes of the meetings, for more accurate minutes. It was discussed that once the minutes are approved at the meeting they are the official record. Mr. Richards stated he will be more severe with his corrections. He discussed the questions on the billing procedures, and the written procedures for late payments that Solicitor Battersby was suppose to have at this meeting. Chairman Mummert read the resolution the Board passed on August 6, 2009 of the retention policy for the

recording of the minutes. Robert Clayton stated there are digital recording systems like the Borough uses for their minutes and that system only cost between \$300.00 and \$600.00; and they charge \$5.00 for a recording of the actual meeting. The recordings are electronic condensed versions and can be kept on CD's and not take up a lot of space on the computer. Charles Krall suggested checking into the digital recorders.

David Richards suggested separating the late fees of payments as a separate line item on the budget, and start to track the delinquent charges, to find out exactly what we receive over and above what was billed. His concern is what is going to happen when the rates go up. The secretary will check and she if she can produce a report showing the delinquent fees for the first quarter.

Mr. Richards also questioned if the fire company was willing to work with the Authority on flushing the hydrants. Mr. Mummert stated he spoke with the fire company representative and was told they have no interest to help with the flushing.

Charles Krall gave a report on the meeting with Exeter Supply Company and he received a quotation for 100 meters at approximately \$42,300.00 cost for the equipment and installation. It would be \$13,800 for the handheld reader, \$18,500 for one hundred meters, and approximately \$10,000 for the plumbers to install. David Richards commented he thought the idea was good, but cost is too much. There ^{was} a discussion on the funds and how to pay for the groundwater rule. Charles Eisenhart stated the groundwater rule work would be paid for from the certificate of deposit at PNC Bank which is \$255,000.00, and there is money for the meter project. *Charles Krall made the motion to proceed with the water meter project for an estimated cost of \$42,300.00 with Exeter Supply Company for the first 100 meters, the handheld reader, and training; with a second by John O'Brien.* By a roll call vote: Charles Krall-Yes; David Richards-No; Robert Clayton-Yes; John O'Brien-Yes; and Gerald L. Mummert-Yes; **Motion carried.**

Correspondence:

Note from a resident concerning due date of bills to be on a working day. Email from Constellation New Energy about electricity rates. Received a letter from a resident concerning his bill. Email concerning upcoming Webinar: Lessons from the Trench

Public Comment: None

There being no further business, *Robert Clayton made a motion to adjourn the meeting; with a second by Charles Krall.* Meeting adjourned at 9:40 PM. **Motion carried.**

Respectfully submitted,

Hannelore B. Furst,
Secretary EBAJA