

EAST BERLIN AREA JOINT AUTHORITY
224 EAST KING ST.
EAST BERLIN, PA 17316
March 4, 2010

The monthly meeting of the East Berlin Area Joint Authority was held on March 4, 2010; at 224 East King Street, East Berlin, PA 17316. The meeting opened with the Pledge of Allegiance at 7 PM.

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

Members Absent: Robert Clayton

Also Present: Secretary, Hannelore Furst; Treasurer, Charles Eisenhart; Solicitor Matthew Battersby; Bruce Hulshizer of Buchart-Horn; and Scott Williams of MuniPay.

Minutes: John O'Brien made the motion to accept and approve the minutes of February 4, 2010 as written, with a second by David Richards. Mr. Richards made some corrections to the minutes. Under Old Business he requested to add at the end of paragraph four the Authority handles more money and under Correspondence at the end of paragraph one; to strike the sentence Mr. Mummert stated it was in the minutes he received them but did not have an opportunity to review them. **Motion carried** with no dissenting votes to accept the minutes as corrected.

Payment of Bills: All members received a copy of the bills and receipts for February. A summary of the bills was reviewed totaling \$58,973.43. John O'Brien made the motion to accept of the bills for February 2010, with a second by David Richards. **Motion carried** with no dissenting votes.

Guest Speaker: Mr. Scott Williams of MuniPay presented information to the Board about collecting utility payments using credit cards through MuniPay. The Board members asked Mr. Williams questions and decided they would consider the information before they approved working with MuniPay.

Engineer's Report:

Bruce Hulshizer reported Johnston Construction submitted Change Order #1; for the amount of \$1044.21 for additional expenses. Chairman Mummert entertained a motion to approve Change Order #1 of Johnston Construction Company. *A motion was made by Charles Krall, with a second by John O'Brien to accept Change Order #1.* **Motion carried** with no dissenting votes.

Bruce also reported the sewer plant project is moving forward; the wet well is taking shape, and they're pouring slabs for the digesters. The collections system construction has started to expand towards the Park, and the first temporary connection will be done next week because the construction will be disturbing their drain field of the Schoolhouse Lane resident.

Bruce submitted a concept design for the implementation of the EPA Groundwater Rule and explained the alternatives for each well. He stated the Authority is required to submit information to DEP by October 1, 2010, demonstrating how at least 4-log treatment of viruses will be provided. There was a discussion on the various options. The 4-log treatment of viruses prior to the first customer must be in place no later than April 1, 2011. The construction and installation for the analyzers is estimated to cost approximately \$150,000. It was mentioned to check on the property boundaries. Bruce submitted a proposal for engineering services related to the

improvements to the water system to meet the Groundwater Rule requirements. The agreement provides the scope of services, and includes expedited design to allow for them to submit a public water supply permit application by May. The proposed compensation for the services is a lump sum of \$32,000 for the design and the bid phase services. Also, Group Hanover Inc. will be doing the surveying. It was discussed to keep the project moving. *John O'Brien made the motion to accept the proposal and continue working on the water system and allow GHI to do the surveying; with a second by David Richards.* **Motion carried** with all voting in favor.

Solicitor's Report:

Solicitor Battersby read the letter he drafted to send to PA DEP South Central Regional office of Ed Corriveau concerning Reading Township connecting to the East Berlin Area Joint Authority wastewater treatment facility. The connection is for Laughman's Bottom and Conewago Park. ***The letter is made a part hereof.*** Chairman Mummert entertained a motion to send the letter to Ed Corriveau. Charles Krall made the motion to send the letter to Ed Corriveau; and copies to be sent to William Hill, Reading Twp Engineer; Bruce Hulshizer of Buchart-Horn; and Reading Twp Municipal Authority, with a second by David Richards. Motion carried with all voting in favor.

Solicitor Battersby requested an Executive Session following this meeting, concerning negotiations with CW Test and issues concerning the water service.

Treasurer's Report:

Charles Eisenhart reported the Authority received another payment of the grant money. He also reported we are in another cycle for delinquent accounts and as of today there are 54 accounts for a total of \$9,962.07 outstanding; most of these 54 accounts are 90 days delinquent.

Charles Eisenhart asked Solicitor Battersby if the capital expense should continue on an account if it is inactive, such as Earl Brown's property. Solicitor Battersby stated it should continue. There was a discussion on this and the general consensus was to put a lien on Mr. Brown's property. *With a motion by John O'Brien and a second by Charles Krall, Solicitor Battersby was instructed to put a lien against Earl Brown's property for \$6,000 plus for back sewer and water bills.* **Motion carried** with all voting in favor.

Charles Eisenhart also reported another interest payment for the draw of the Pennvest loan was made.

New Business:

Chairman Mummert reported Mike Thoman and Mike Wallen both received a certificate for 7 ½ hours from DEP on Public Notification classes.

The Board discussed implementing MuniPay to accept credit cards. *A motion was made by David Richards to establish using MuniPay system of using credit cards for payment of water and sewer bills, there was a second by John O'Brien.* Charles Krall questioned the operating procedures concerning using MuniPay. It was decided to look into the operating procedure that should be followed when accepting credit cards. Chairman Mummert asked Charles Krall to check into this. **Motion carried with all voting in favor.**

There was a brief discussion about possible installation of remote meter reading equipment, and Chairman Mummert has some literature on this for the next meeting.

The next item discussed was the office hours which includes 2 (two) ½ days and almost 2 (two) full days. David Richards suggested the office should be open 3 (three) ½ days and 2 (two) full days. Chairman Mummert asked for the Board's input. John O'Brien stated they discussed this at the personnel meeting last year that the hours would be changed. It was noted; the hours were changed so the secretary would be able to get her work

done without a lot of interruptions. Chairman Mummert suggested the office hours remain how they were changed and review them at the end of the year.

Chairman Mummert was contacted about the property on Schoolhouse Lane that was previously owned by Doug Brecht. Shane Dowell bought the property from Mr. Brecht but was not informed that he would have to connect to the water and wastewater system. Mr. Dowell is requesting to be allowed the same fees as all the other residents on Schoolhouse Lane. It was decided Mr. Dowell would have to pay the increased fee. Solicitor Battersby stated Mr. Dowell should have researched the property before buying.

The Board was informed of a foreclosure on a property on Jacobs Street. The resident informed the office he would be paying his past due account.

Correspondence:

Chairman Mummert reported he has received another letter from Mr. Richards dated February 17, 2010, concerning his response to Mr. Richards's earlier letter. Chairman Mummert stated he has answered Mr. Richards's letter and given him all the answers he has; it is time for closure. Mr. Richards stated he is not satisfied with some of the answers, and Mr. Mummert's letter was not approved by the board. *A motion was made by John O'Brien to approve Chairman Mummert's letter and put closure to these items; the motion was seconded by Charles Krall. By roll call vote; **motion carried** with 3 Yes' and 1 abstention- Charles Krall-YES; John O'Brien-YES; David Richards- abstaining; and Chairman Gerald L. Mummert-YES.*

Public Comment: None

The public meeting adjourned at 8:35 PM to have an Executive meeting for legal matters with CW Test.

The public meeting reopened at 9:15 PM, from the Executive meeting after discussing legal matters pertaining to a developer.

The next scheduled meeting is April 1, 2010 at 7 PM.

Having no further business to discuss; *the motion was made by John O'Brien to adjourn, with a second by Charles Krall. **Motion carried.*** The meeting adjourned at 9:16 PM.

Gerald L. Mummert, Chairman
East Berlin Area joint Authority

ATTEST:

Hannelore B. Furst, Secretary of EBAJA