

EAST BERLIN AREA JOINT AUTHORITY
103 LOCUST STREET, PO BOX 37
EAST BERLIN, PA 17316
October 6, 2011

The monthly meeting of the East Berlin Area Joint Authority was held on October 6, 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 7PM.

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

Also Present: Secretary, Hannelore Furst; Solicitor Matthew Battersby; Bruce Hulshizer of Buchart-Horn; John Scrivens; and Nathan Boyer.

Absent: Treasurer, Charles Eisenhart

Minutes: *A motion was made by Robert Clayton to accept the minutes of September 1, 2011, with a second by John O'Brien. Motion carried.*

Payment of Bills: All members received a copy of the bills and receipts for September, which totaled \$20,196.69, from the operating funds. *John O'Brien moved to pay the bills for September; with a second by Robert Clayton. Motion carried.*

Engineer's Report: Bruce Hulshizer of Buchart-Horn reported they are waiting for Pennvest to finalize everything so that the final payment can be made to the contractors. Bruce suggested that between November and December there should be a walkthrough of the WWT plant. Gregory contractor has been paid and everything is settled with them.

There was a brief discussion about Heckert's Linen Company from Dillsburg; moving into the old Lau's building. Bruce questioned what chemicals they would be using and if there was grease trap in the building.

Solicitor's Report: Solicitor Battersby reported he thinks the grass seeding issue for the Kennedy property has been resolved. Solicitor Battersby stated the Earl Brown issue is moving forward.

Solicitor Battersby wants to set up a meeting between Department of Environmental Protection (DEP) and the state legislators concerning Reading Township's sewer issue. This may require additional expenses to get McNees, Wallace and Nurick's environmental team involved. Chairman Mummert questioned the cost and Solicitor Battersby stated it would be capped at \$7,000.

The secretary brought before the Board that a landlord is asking for an exemption for one of his tenants. The Board decided to wait until the meter was changed out and determine if the meter is faulty.

Chairman Mummert wanted to clarify that if a residence is empty; either because of a fire or a tenant moving out; the capital expense is still charged, and the Board concurred.

Treasurer's Report: Chairman Mummert stated due to the Treasurer's absence there will be information for the proposed budget at the next meeting.

New Business: Fred Hanson did some work on his sewer line at the Subway Restaurant, apparently the in-line and out-line were the same line; so they changed it. John Scrivens did the inspection.

Resolution # 2011-6 for inspections of water lines and sewer lines was presented to the Board. The Board decided the fee for a water line inspection would be \$100; which included two inspections and a sewer line inspection would be \$100; which also included two inspections and any additional inspections would be charged at \$100 each.

The Board also decided to have two separate documents for a Water Connection Permit and a Sewer Connection Permit. *A motion was made by Charles Krall to accept Resolution 2011-6 as corrected along with the water and sewer connection permit samples as modified; with a second by Robert Clayton. Motion carried.*

Webb Insurance Co. sent in a Business Associate Agreement; Solicitor Battersby examined the document and found nothing out of the ordinary in it. There is no cost associated with this agreement, this is a privacy agreement. *A motion was made by John O'Brien to accept the agreement, with a second by Robert Clayton. Motion carried.*

Charles Krall asked if the two computers have external backups; two (hp 1/2 terra bite) external hard drives were purchased upon recommendation from a representative of Master Meters.

Old Business: Chairman Mummert reported information on the possible web site, it was recommended to contract with PSAB for an annual fee of \$299.00 and a onetime set up fee of \$50. Robert Clayton stated it would be beneficial to have a web page. The Board was asked to bring ideas for the web page to the next meeting. *Robert Clayton made the motion to accept PSAB to construct the web site, with a second by Charles Krall. **Motion carried.***

Chairman Mummert reported he requested quotes from some contractors to replace the sidewalks where they were dug up to fix the hydrants. He received two quotes: Shane Hockensmith -\$1,950.00, Henson Paving-\$5,550.00 and Hanover Pole Bldg. did not respond. *A motion was made by Robert Clayton to accept Shane Hockensmith quote of \$1,950.00; with a second by David Richards. **Motion carried.***

Robert Clayton mentioned he has been talking with the Gettysburg Authority and Chambersburg concerning compensating the Board members. He suggested as a standard procedure for any sitting member on the Board that lives in town would be exempt from paying the water and sewer billings. This would be an incentive to serve on the Board. There was a brief discussion on the ethics of this suggestion; the present voting members would not realize this benefit.

John Scrivens reported on Jamie Emig not getting the required inspections for his water and sewer lines; but he is living in his house without a Use and Occupancy permit. John stated Jamie has cell phone pictures of the lines when they were laid; are they sufficient. The consensus of the Board is he has to dig test pits. David Richards stated he did not get his Use & Occupancy from the Borough yet. He cannot get his occupancy permit until the furnace is hooked up which would be in about a week. John Scrivens suggested Ed Strevig of MDIA be contacted, so that the U&O is not given for that residence until the water and sewer line inspections are done.

Chairman Mummert referred the information about the contractor that did the work on Jacobs St. for the Borough to David Richards. The EBAJA employees marked the water and sewer lines as per PA One Call request; the contractor or engineer made changes but didn't notify PA One Call or the EBAJA employees, and they hit the sewer lines. A copy of the PA One Call was shown to the Board indicating lawful start and end dates; the date they did the work was outside of the dates. The contractor broke 3 feet of the sewer line. David Richards stated the contractor is responsible. The contractor used orange paint instead of white paint. The Authority will charge the Borough for this expense; the Borough should in turn charge the contractor.

John Scrivens asked Bruce Hulshizer when Kohl Brother's would be finishing up. Bruce would check with them.

Correspondence:

- Business Associate Agreement-Webb Insurance
- Fax from Solicitor Battersby concerning Carroll Valley budget article
- Letter from East Berlin Borough reminding us of 2X year wage report-taken care of.
- PMAA Fall Conference 10/25/11 at State College
- Secretary received an invite from SEK for a free seminar on tax changes and payroll updates.
- Adams Co GIS mapping request for water & sewer lines from Rick His --proprietary information.

Public Comment: None, no public present.

Charles Krall questioned the information on the prevailing wages, David Richards explained the reduction of labor contractors cost.

There being no further business, *Robert Clayton made a motion to adjourn the meeting; with a second by John O'Brien. **Motion carried.*** Meeting adjourned at 8:17PM.

Respectfully submitted,
Hannelore B. Furst,
Secretary EBAJA