

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

SEPTEMBER 5, 2024

The monthly meeting of the East Berlin Area Joint Authority Board was held September 5, 2024 at 103 Locust St., East Berlin, PA. The meeting was presided over by Chairman Green. Chairman Green opened the meeting at 7pm with a Pledge of Allegiance to the American flag.

**Members Present:** Chairman G. Green, Vice Chairman R. Weidner, W. Staub, C. Krall

**Members Absent:** R. Teal

**Also Present:** Melissa Earp, Nathan Boyer, Treasurer, H. Lau

**Guests:** Grundy Life Insurance Rod Forrester, Cincinnati Insurance, Shawn Hushon

**Agenda:** A motion was made by C. Krall to accept the agenda for September 5, 2024 board meeting as written, with a second by R. Weidner. **Motion carried to accept the agenda as written.**

**Minutes:** A motion was made by W. Staub to accept the minutes of August 1, 2024 as written, with a second by R. Weidner. **Motion carried to accept the minutes as written.**

**Payment of Bills:** All members received a list of payables for AUGUST 2024, totaling **\$63,179.14** from the Operational funds. A motion was made by R. Weidner to pay the August 2024 bills, with a second from C. Krall. Motion carried.

**Public / Guest Comment:** Rod Forester and Shawn Hushon were present to answer questions and explain what they can offer as far as Insurance needs. They explained the history of Grundy Insurance. Mr. Forester works with a team that deals only with water / sewer / utilities. They explained the breakdown of coverages. Certain premium costs will be locked in for three years.

**Engineer's Report:**

- Met virtually with PADEP on Friday August 2, 2024 to discuss the planning and permitting process for the WWTP Expansion and Sanitary Sewer Extension. PADEP now thinks that planning can be handled using a Component 3 submission, which would be less involved than the special study. They have requested a Sewage Facilities Planning Module Application Mailer for their review, which was submitted; currently waiting direction from PADEP regarding the planning requirements. At the direction of the PADEP, a request for preliminary effluent limits was submitted prior to the NPDES Part 1 permit application. The response to that request shows the preliminary effluent limits are consistent with current limits. We are now working on the Part 1 application and the design/Part II application.
- Completed the survey work and began design for the water and sewer extension on Rt 194. We will need to get authorization to submit the permit application to PennDOT. The application was signed by:
- Visited the Branch Circle sewage pump station and gathered electrical data. If the Costars program cannot be used for the State Grant we will prepare bid specifications for the project.
- BH recommends that a meeting be convened with PADEP drinking water regulators to determine the next steps in addressing PFAS compliance.

**Solicitor's Report:**

Present

**Treasurer's Report:**

- Open balance: \$38,300.72

### **Secretary's Report:**

- The Minimum Municipal Obligation for the 2024 PA Municipality Retirement System, payable December 2025, will be \$11,435.84. C. Krall made a motion to approve the contribution with a second from R. Weidner. Motion carried.

### **Unfinished Business:**

- Vacant Board Seat still unfilled. Members encouraged to seek out someone who is willing to serve on the board.
- Office Space: ACLS, the landlords of 103 Locust St., has offered to sell the building to EBAJA for \$185,000 and Right of Refusal should EBAJA ever wish to sell the property. The offer is valid until December 31, 2024. The EBAJA board declined to take up the discussion. Conversation ensued regarding a change of location for the Administrative Offices. Chairman Green suggested inquiring about the soon to be vacated H&R Block office space. C. Krall suggested purchasing a modular trailer and placing adjacent to the WWTP. Chairman Green will investigate the purchase of a 12x40 trailer with two entrances and a bathroom and report back at the next meeting.
- Brian Properties needs willingness to serve letter for proposed warehouse project at 224 East King St. They understand the reservation process and deposit fee required. Currently three (3) EDU's are available to reserve.
- Insurance: Solicitor Battersby was provided with insurance policy proposal submitted by Grundy Insurance to compare with the current policy from Selective Insurance at the August meeting. The board was advised Cincinnati Insurance is reputable and the premiums and coverage consistent with current coverage. Upon discussion, R. Weidner made a motion to switch insurance providers with a second from W. Staub. All members replied in favor. Motion carried.

### **New Business:**

- C. Krall advised that his signatory duties for the grants need to be reassigned to Chairman Green.

### **Operator's Report:**

- Kline's completed the annual cleaning of the lift stations.
- HMI Screen on the UV system at the WWTP was showing error codes. Trojan UV provided programming to provide the fix, everything is back to normal now.

### **Correspondence: none**

**Executive Session:** The board broke into Executive Session at 7:55 p.m. to discuss 2025 salary adjustments. The board ended Executive Session at 8:07 p.m.

Motion to adjourn the meeting was made by R. Weidner and a second by W. Staub. **Motion carried.** Meeting was adjourned by Chairman Green at 8:08 p.m.

The next monthly board meeting is scheduled to be held **October 3, 2024** at 103 Locust Street at 7:00 p.m.