

**MUHLENBERG TOWNSHIP AUTHORITY**  
**MINUTES OF A SPECIAL MEETING OF THE BOARD**

A special meeting of the Board of Muhlenberg Township Authority, Water and Sewer Projects, was held on Monday, July 17, 2023, beginning at 5:45 p.m., at 3711 Oak Street, Temple, Muhlenberg Township, Berks County, Pennsylvania, pursuant to notice both advertised and posted according to law.

The following members of the Board were present:

Scott Lehr  
Otto Voit, III  
Richard Heffner (virtual)  
Richard Hoffmaster  
Jim Kelly

Also in attendance was Authority Manager Jeffrey A. Calpino, Authority General Manager Timothy Feltenberger, and Solicitor Thomas A. Rothermel.

The meeting was called to order at 5:45 p.m. by Chairman Lehr.

At 5:47 p.m., on Motion of Mr. Voit, seconded by Mr. Hoffmaster, and unanimously approved, the meeting was called to recess for purposes of the Board entering Executive Session to discuss matters involving personnel. The meeting was called to order by Mr. Lehr thereafter at 6:39 p.m. Upon reentering public session, the Board, on Motion of Mr. Voit, seconded by Mr. Hoffmaster, voted to transition Mr. Calpino to a role of consultant, effective July 18, 2023, whereby Mr. Feltenberger would assume and implement primary responsibility for the daily operations of the Authority, in accordance with his position as General Manager. Discussion ensued regarding the parameters of Mr. Calpino's on-call consultant position, which was clarified to mean that Mr. Calpino would serve and assist Mr. Feltenberger only on an as-needed basis through the effective date of his resignation, October 6, 2023. At Mr. Feltenberger's discretion, as may be further clarified or defined by the Board, Mr. Calpino would be available to provide assistance to Mr. Feltenberger (or other Authority personnel at Mr. Feltenberger's direction) for purposes of ensuring a smooth transition of duties and seamless operations of the Authority. After such discussion, the Motion passed by majority vote (Mr. Voit – yea; Mr. Hoffmaster – yea; Mr. Heffner – yea; Mr. Kelly – abstain; Mr. Lehr – abstain).

Further under New Business, discussion was held regarding the water main break on Reading Crest Avenue, which was precipitated by a significant storm event that occurred the afternoon of Sunday, July 9, 2023. The Authority was first alerted to an issue with the water distribution system at approximately 8:00 p.m. the evening of Sunday, July 9, 2023, when elevated tank levels were reported low. A main break was identified the morning of Monday, July 10, 2023, after flood waters subsided enough to enable a visual of water emanating from a 12" main that traverses Laurel Run Creek. Thereafter, at approximately 10:00 a.m. on July 10, 2023, the 12" main was isolated through use of valves. At that

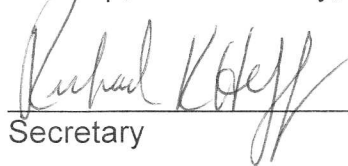
point, pressure began to slowly build in the system, somewhat constrained by residents' use of water for storm clean-up activities. Crews later further stabilized the main break with additional valve work, which accelerated pressure rebuilding. System capacity continued to rise beginning Tuesday, July 10, 2023 and extending through Wednesday, July 11, 2023. The cause of the break was later determined to have resulted from a large chunk of concrete that fell from a railroad culvert and impacted the water main, causing the joint to separate.

Mr. Feltenberger and Mr. Calpino explained the nature of communication processes in response to this emergency situation. While notification measures were taken at the outset, and periodically employed until the issue was resolved (e.g. Swift911 activation, calls to Township Manager, DEP notification, posting to Authority website, etc.), the Board expected much better and more frequent communication throughout the entirety of the situation. The Board made clear that the Emergency Response Plan (ERP), which was just recently revised, must be strictly followed in the event of the occurrence of any water main break. The Board will review the revised ERP, which was first field-tested with this event, with Mr. Feltenberger to determine whether certain modifications are needed in order to improve the flow of communication during such an occurrence. It was agreed that this topic would be a primary item on the Agenda for discussion and consideration at the August 10 Board meeting.

At 6:50 p.m., on Motion of Mr. Voit, seconded by Mr. Kelly, and unanimously approved, the meeting was called to recess for purposes of the Board entering an Executive Session to further discuss matters involving personnel. The meeting was called to order by Mr. Lehr thereafter at 6:53 p.m.

There were no public comments.

There being no further business before the Board, the meeting was adjourned at 6:55 p.m., on Motion of Mr. Kelly, seconded by Mr. Voit and unanimously approved. The next regular meeting of the Board of the Authority will take place on Thursday, August 10, 2023, beginning at 7:00 p.m. at the Authority Maintenance Facility main meeting room, 3711 Oak Street, Temple, Muhlenberg Township, Berks County, Pennsylvania 19560.

  
Secretary