

MUHLENBERG TOWNSHIP AUTHORITY
MINUTES OF A REGULAR MEETING OF THE BOARD

A regular meeting of the Board of Muhlenberg Township Authority, Water and Sewer Projects, was held on Thursday, June 8, 2023, beginning at 7:00 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
Richard Heffner
Jim Kelly
Rick Hoffmaster
Otto Voit, III

In attendance were Authority Manager Jeffrey A. Calpino, Thomas A. Rothermel, of counsel, and Darryl Jenkins, PE, of Spotts, Stevens and McCoy (SSM), consulting engineer to the Authority. Authority Supervisor Tim Feltenberger was also in attendance. Mr. Giovanni Morganti attended the meeting as a member of the public.

The meeting was called to order at 7:00 p.m. by Chairman Lehr. Mr. Lehr announced that the Board had met earlier in executive session to discuss matters involving personnel.

Mr. Hoffmaster made a Motion to approve the Minutes of the previous regular meeting of the Board held on May 11, 2023. That Motion was seconded by Mr. Heffner, and passed unanimously.

There was no comment under the first public portion.

Mr. Jenkins of Spotts, Stevens and McCoy provided a report of the Authority's consulting engineer for work completed May 4, 2023 through May 31, 2023. Mr. Jenkins referenced a two-page report of SSM that had been circulated to the Board in advance of the meeting. The report provides a narrative of the status of each of the eleven (11) projects of the Authority on which SSM is currently engaged.

With regard to the potential water supply interconnection with Maiden creek Township, Mr. Jenkins reported that SSM conveyed preliminary design plans to System Design Engineering, Inc. (SDE), Maiden creek Township Authority's consulting engineer. The feedback from SDE was positive in terms of consensus regarding the need and location of an elevated tank and booster pump station. Final details are still needed regarding available flow numbers and capacity, factoring in both pre and post Maiden creek's impending well coming online. Mr. Jenkins will finalize those details with SDE, which will enable the Solicitor to move forward with preparation of a draft memorandum of understanding as to the key terms of a proposed bulk water sale agreement. In addition,

in anticipation of a query by DEP, Mr. Jenkins plans to coordinate a joint meeting with the MTA, Maiden creek, and Ontelaunee to discuss the want and need, if any, for emergency connections along the new water main. Mr. Jenkins will apprise the Board of the scheduling of the same. After further discussion, the Board conveyed a desire to move this project forward. Mr. Jenkins advised that he would create a schedule that includes key milestones so that the Board may track progress of the project and have a better understanding of the timeframes involved.

There being no further active projects on which to report, and no additional questions posed by the Board, the report of the Mr. Jenkins concluded. Mr. Hoffmaster made a Motion to accept the Engineer's Report as presented. That Motion was seconded by Mr. Voit and unanimously approved.

Mr. Calpino presented the Operations Report for the preceding month, a full copy of which has been appended to these Minutes. 3/4" service was repaired at residences located on Alsace Road and Chestnut Street. Two (2) fire hydrants were repaired after having been struck by vehicles. An 8" sewer main was repaired along Meadow Drive to Ebersole Road, which formed a depression in customers' back yards. Video inspection found slack in the line, which was repaired through the assistance of Schlouch, Inc. Post repair video confirmed that the issue was satisfactorily resolved. Well Nos. 8 and 9 are in the process of being repaired. In the interim, a temporary pump has been mobilized so that the Authority can begin to pump its own water from that source. Crews have also begun to paint fire hydrants. Sewer laterals were cleaned or checked at nine (9) different locations throughout the Township, three (3) of which were customer owned. Mr. Calpino reported that the vacuum truck was used a total of ten (10) man hours over the past month, at an equivalent labor cost of \$3,550.00. To date, the vacuum truck was used a total of one hundred nineteen (119) man hours, or the equivalent of \$42,245.00, excluding the cost of disposal fees that the Authority no longer pays. Lastly, Mr. Calpino advised the Board that both the EPA and DEP performed routine inspections of the water system. The EPA inspection was performed as part of a national compliance initiative, which all municipal water systems are subject to. The EPA investigation is complete; a report is expected within the next seventy (70) days. The DEP inspection is partially complete; completion is anticipated within the next two (2) weeks. Upon receipt of the respective reports, Mr. Calpino will advise the Board of the findings. The Operations Report then concluded.

Engineering bills for the preceding month were reviewed. Mr. Voit made a Motion to approve the engineering bills for payment. That Motion was seconded by Mr. Hoffmaster and unanimously adopted.

The accounts payable for both the water and sewer departments for the preceding month had been distributed prior to the meeting, a full listing of which has been appended to these Minutes. Mr. Voit made a Motion to approve payment of the accounts payable for both the water and sewer departments, as presented. That Motion was seconded by Mr. Heffner and unanimously adopted.

Under the Solicitor's Report, the General Release regarding Mr. Stoudt was unanimously approved, on Motion of Mr. Voit, seconded by Mr. Hoffmaster. With regard to the City of Reading Intermunicipal Agreement, as amended (IMA), Mr. Rothermel advised that the City's Utilities Manager recently contacted Mr. Calpino to provide an update regarding completion of the reconciliation and Exhibit I reports. While work is progressing through the assistance of a consultant, Raftelis Financial Consultants, the City provided no timeframe for completion. In response to the update, Mr. Rothermel confirmed to the Utilities Manager that the Authority last received an Exhibit I report for Quarter 1 of 2021, and the last reconciliation was received in 2018, which encompassed years 2013 through 2017. Mr. Rothermel will provide further updates to the Board in this respect as they may occur. With no further questions posed to Mr. Rothermel, the Solicitor's Report was approved by Motion of Mr. Hoffmaster, seconded by Mr. Voit and unanimously approved.

Mr. Calpino, on behalf of Mr. Hoffmaster, presented the Treasurer's Report. Interest rates remained steady at 2.53%. With regard to account balances for both the water and sewer divisions, the water division realized a net gain over the prior month of \$121,056.56. The sewer division realized a net loss over the prior month of \$757,333.15, which is largely attributable to a recent quarterly payment made to the City of Reading sewer escrow account, as per the IMA. Across both water and sewer accounts, the Authority realized a net loss in May 2023 of \$636,276.59. Overall, the Authority's total cash flow is approximately \$1.4 Million more than compared to this time last year. On Motion of Mr. Hoffmaster, seconded by Mr. Voit and unanimously approved, the Treasurer's Report was accepted as presented.

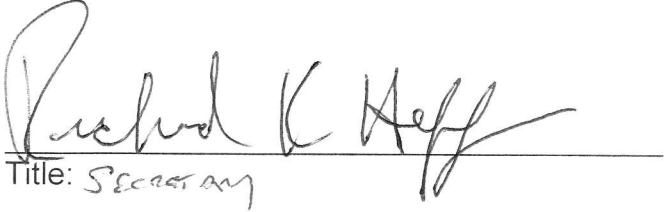
Under New Business, on Motion of Mr. Voit, seconded by Mr. Heffner, a consultant agreement with ARRO Consulting, Inc. was unanimously approved, subject to further refinement as to the scope of services.

There were no comments under the second public portion.

Under the Member and Staff Comments portion of the meeting, Mr. Feltenberger thanked the Board for allowing the Middle Creek Search & Rescue team to use the Authority facilities for a training exercise conducted on May 10, 2023. Next, Mr. Jenkins informed the Board that within the next couple of weeks, and depending on the level of precipitation received in the interim, he anticipates that Berks County may enter a drought watch. During a drought watch, the DEP asks for voluntary water conservation. Mr. Jenkins further confirmed that the Authority has processes in place should the drought status escalate to a warning.

At 7:25 p.m., on Motion of Mr. Hoffmaster, seconded by Mr. Heffner, 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 Chairman Lehr thereafter at 7:55 p.m. Upon reentering public session, the Board, on Motion of Mr. Voit, seconded by Mr. Hoffmaster, voted to unanimously approve, with regret, the resignation submitted by Mr. Calpino. Mr. Calpino's last day is scheduled for October 6, 2023.

There being no further business of the Board, the meeting was adjourned at 8:00 p.m. on Motion of Mr. Voit, seconded by Mr. Hoffmaster, and unanimously approved. The next regular meeting of the Board of the Muhlenberg Township Authority will be held at 7:00 p.m. on Thursday, July 6, 2023, in the Authority Maintenance Facility main meeting room, 3711 Oak Street, Temple, Muhlenberg Township, Berks County, Pennsylvania 19560.


Title: *SECRETARY*