

**The Municipal Authority of The Borough of Berlin
700 North Street, Berlin, PA 15530**

Reorganizational/Regular Meeting

January 10, 2024 - @ 7:00 p.m.

Approved and Official Minutes

The meeting was called to order by Chairman C. Scott Miller

Council Attending:

C. Scott Miller - Present

Bryan Walker - Present

Charles Rhodes Present

Marshal Engleka – Present

Dale Miller – Present

Other Attending – Chet Cyga, Water System Solutions, Inc., Gary Leister, The EADS Group, Bret Horning, and Traci Horning, Municipal Authority Assistant Secretary/Treasurer.

C. Scott Miller turned the meeting to Traci Horning for reorganization of the Municipal Authority for the calendar year 2024.

Traci Horning called for nominations for the chairman.

Charles Rhodes nominated C. Scott Miller. No other nominations were offered.

Motion by Charles Rhodes, seconded by Dale Miller, to approve the nomination of C. Scott Miller as Chairman of The Municipal Authority of the Borough of Berlin. Motion carried.

Traci Horning turned the reorganization meeting over to C. Scott Miller.

Motion by Charles Rhodes, seconded by Dale Miller to approve the current positions for The Municipal Authority of the Borough of Berlin to remain the same as follows: Bryan Walker, Vice Chairman, Charles Rhodes, Secretary, Marshal Engleka, Treasurer. Motion carried.

Motion by Charles Rhodes, seconded by Marshal Engleka, to approve Beer Ream & Co. as the CPA firm for 2024 for The Municipal Authority. Motion carried.

Motion by Charles Rhodes, seconded by Marshal Engleka, to approve The EADS Group as the consulting engineering firm for 2024 for The Municipal Authority. Motion carried.

Motion by Charles Rhodes, seconded by Dale Miller, to approve Lois Witt Caton of Fike, Cascio, and Boose as the solicitor for 2024 for The Municipal Authority. Motion carried.

C. Scott Miller announced the conclusion of The Municipal Authority's reorganization and called to order the regular meeting at 7:10 p.m.

Public comment there were none.

Gary Leister requested requisition #13 final pay to be signed and submitted to Somerset Trust.

Motion by Bryan Walker, seconded by Marshal Engleka, to approve Requisition No. 13 in the amount of \$93,625.25 to reimburse the cost of water meters (\$10,416.42) and to partially fund the Debt Service Reserve fund (\$83,208.83). Motion carried.

Municipal Authority received a letter from the Somerset Conservation District for notice of termination approval letter for The Municipal Authority of the Borough of Berlin, Whitehorse Road & Stadium Street water Transmission Line Replacement Project, Berlin Borough & Brothersvalley Township, NPDES Permit #PAC560026, Somerset County.

Gary Leister gave an update on the various things being done.

The 4-log to where the DEP wants to restrict water flow with the valve due to contact time with. DEP has agreed to do this with permits. The Corrosion Control Treatment Chet is working with the DEP waiting on a decision with DEP getting close to issuing a permit. Three years of data for the preparation of a budget have been received and currently working on a budget. Study for the new well site is worked on.

The PA Small Water and Sewer Grant had been awarded to The Municipal Authority in the amount of \$117,000 for sewer plant improvements. There is a match requirement of \$21,000 with a total project cost of \$138,000. The EADS Group will help with any permits needed for this project.

Motion by Dale Miller, seconded by Bryan Walker, to approve the December 13, 2023, Municipal Authority Minutes. Motion carried.

Motion by Marshal Engleka, seconded by Charles Rhodes, to approve the Treasurer's Report for the period of December 14, 2023, to January 9, 2024. Motion carried.

Chet Cyga gave an update on the various things being done.

Excelsior Blower System - Hoffman blower with Toshiba motor 150HP Model 38309E2 Serial M018650 - waiting for a new shaft to complete work. Update - still waiting for a new shaft.

PumpMan - Wemco Serial 21198BR pump for digester #3 on the hill helps move sludge - Waiting on bearings & seals to finish - Quote \$11,036.00 to fix. Update - still waiting on bearings & seals.

Excelsior Blower System - Denver Model Sutorbilt 8hp Serial S575620 repair quote for broken shaft on Digester #3 (on top of the hill) is \$16,342.55. Update - installation date January 16, 2024, weather permitting.

Press Pump #2 – Nemo pump – Waiting on quote to fix – West View Cunningham Pump Solutions quote of \$32,115.00 is for a new pump. Update – old parts that were at PumpMan are now at RAM for a quote. Waiting for repair quote from RAM.

Snyder of Berlin Lagoon results and the WWTP Effluent Lab Results up to December 19, 2023, has been presented to the board.

Snyders data for DAF are getting better, starting to be more consistent. Lagoon is looking much better.

Berlin Water and Waste To Do List was updated on January 8, 2024. Lighting issues need to get a quote on LED lights to replace current lights.

The sewer treatment roof needs to be replaced, waiting on contractor for COSTARS information.

Daily Water Withdrawal/Instream Flow Requirement for the Municipal Authority had an average of 109,145 gallons of water a day for the month of December 2023.

DCED Annual Report for August 1, 2021, to July 31, 2022, is due. Waiting on Joe Pipon from Friedline Pipon & Co to complete.

The Beer Ream Co Certified Public Accountants letter to summarize the terms and engagement needs to be signed and returned to Beer Ream Co to prepare the audits that re needed.

Mobile Solid Solutions and Pile's Concrete Products invoices the council wants to send Snyder of Berlin the bill for these. Lois Witt Caton, Solicitor had been in contact with Snyder's of Berlin attorney.

Motioned by Bryan Walker, seconded by Charles Rhodes to approve the quote from Levi's Custom Detailing 1043 Walker School Road, Berlin, PA for undercoating of the 2023 F-250 4X4 SD Regular Cab in the amount of \$159.00. Motion carried.

A letter from Water Management was received for notification of an increase in costs to cover the Consumer Price Index, costs servicing the account, costs pertaining to the waste industry to achieve an acceptable operating margin. Cost increases will begin February 1, 2024, billing.

Mike Oakes on Shady Lane still needs to pay a water tap fee of \$1,500. Waiting for him to request the water tap.

PA Rural Water Training papers were handed out for the courses that are being offered.

Motion by Charles Rhodes, seconded by Marshal Engleka, to approve the PA Rural Water Association Training for Distribution System Workshop and Management for Roger Platt on February 6, 2024, in the amount of \$135.00. Motion carried.

A meeting with D. Mason is scheduled for later January 2024 to discuss a meter pit with a water meter installed to the cabin.

Need to contact Gary Leister, The EADS Group to help with the lead lines that need to be identified by October 2024.

Motion by Bryan Walker, seconded by Dale Miller, to approve payment of pending and previously paid bills of the general fund, water system, and sanitary sewer system for the period of December 13, 2023, to January 10, 2024. Motion carried.

The next Regular Meeting of the Municipal Authority of the Borough of Berlin is scheduled for February 14, 2024, beginning at 7:00 p.m.

At 8:05 P.M. a motion was made by Marshal Engleka, seconded by Bryan Walker to adjourn this meeting. Motion carried.

Traci Horning

Submitted By: Traci Horning, Assistant Secretary/Treasurer