

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

Regular Meeting

October 9, 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 Absent

Marshal Engleka – Present

Dale Miller – Present

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

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

Wastewater Treatment Plant Upgrade Project with the PA Small Water & Sewer Grant. Project includes replacement of twelve (12) plug valves, one (1) sluice gate, construction of a 16' X 34' canopy over the sludge dumpster. VFD replacement handled separately. Pre-Bid Meeting October 7, 2024, at the Borough Building. There were four companies present. Eight plan holders so far. Bid Opening October 21, 2024, at 1:30 pm at the Borough Building. Notice of Award within 30 days of opening bids. Notice to proceed will negotiate with contractor may postpone until spring of 2025 due to lead times and weather.

The Water Production Well Site Study. EADS will engage the services of a subcontractor to complete the VLF geophysics field study which will pinpoint the test site.

Water Storage Tanks. MIDCO completed water storage tank inspections. Reservoir #2 (new tank) EADS recommends contacting Dutchland LLC and requesting a site evaluation of the tank and recommendations for repair and estimated costs.

Annual Budget. Gather information related to revenue and expenses for 2024 and compare it to the 2024 budget. Begin planning 2025 budget so it can be accepted at December meeting. Rate increases, if necessary, could also be considered and adopted at the December meeting for implementation at the start of the year.

Lead & Copper Inventory. Submission to DEP due by October 16, 2024.

Grant opportunities. Section 313 funding US Army Corps of Engineering no application deadline and Local Share Account (LSA) application deadline is November 30, 2024.

Motion by Marshal Engleka, seconded by Dale Miller, to approve the September 11, 2024, Municipal Authority minutes. Motion carried.

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

Asset Management Plan was discussed. Copper and Lead project that the Department of Environmental Protection (DEP) wants all municipalities to do to check for copper and lead needs to be submitted by October 16, 2024. If a municipality does not submit the report a notice will be sent out to all residents from that municipality that the water does not meet the Environmental Protection Agency (EPA) requirements.

MIDCO Diving & Marine Services finished the cleaning of the reservoir water tanks August 16 to 19, 2024. A report on procedures and findings from the cleaning & inspection of Reservoir 1 & Reservoir 2 tanks was handed out to council members.

Effluent water pump needs to be repaired/rebuilt.

Snyder of Berlin Lagoon results and the WWTP Effluent Lab Results up to September 24, 2024, has been presented to the board.

Snyders data for DAF is being sent to Chet and he responds to the emails.

Berlin Water and Wastewater To Do List was last updated on October 8, 2024.

Daily Water Withdrawal/Instream Flow Requirement for the Municipal Authority had an average of 67,145 gallons of water a day for the month of September 2024.

2nd Avenue between Washington Street and North Street has had the main water line replaced on October 4, 2024.

A complaint was made about a sewer backup on 12th Avenue and Broderick Street. Had a camera put into the line to find the issue. There is an issue with the line which is 14 1.2 feet deep. Waiting for more information to have it fixed.

Source Water Protection Plan is done in a draft report. Will need to review the plan and set a meeting up with Kurt Wagner of PA Rural Water to discuss.

Need to set a meeting up with Jamie Estep, DEP Bureau of Safe Drinking Water for the PES Test well drilling to discuss the next steps.

Susquehanna River Basin Commission sent an email with a draft of the Regulatory Program Fee Schedule effective January 1, 2025.

Craig Fencing has put us on the schedule, but don't have an exact date yet to come.

Manhole on Rt 160 at Our Home Chip Plant has grease in this manhole all the time. Grease coming from Our Home Chip Plant which cause issues in the manhole. Our Home Chip Plant needs to figure out where this grease is coming come and fix the issue.

Pennsylvania Turnpike Commission sent an email thanking the Authority for providing feedback during the question-and-answer session on September 26, 2024, from 6 pm to 8 pm at the Somerset Church of the Brethren, 606 Berlin Plank Road, Somerset, PA in regards to the Allegheny Mountain Realignment Project, Milepost 121 to Milepost 126 in Stonycreek and Allegheny Townships, Somerset County. Following the project briefing the design team concluded that they have no additional information to share with the Authority. Commission is requesting to postpone attending the October 9, 2024, public meeting with the Authority.

DCED Annual Report for August 1, 2021, to July 31, 2022, is due. Beer Ream & Co. is currently working on this report and getting submitted.

Beer Ream & Co. is currently working on the 2020-2021 audit.

Scurfield private water line that supplies water to residents at 311 and 382 Weighley Mill Road is being monitored for the usage amount going through the master meter and the usage at the two residents.

Pennwood Farms has a contract with the Municipal Authority for water that is supplied by a private line. The contracted amount is 20,000 gallons a day to use for the cows. Water usage is being monitored.

Waiting on D. Mason to pay \$1,500 water tap fee for Airbnb. Need to do a letter and send an invoice for the water tap fee.

Treasurers Report for the period of September 11, 2024, to October 8, 2024, was not available due to bank statements not sent on time. Will be presented at the November meeting.

Motion by Bryan Walker, seconded by Marshal Engleka, to approve payment of pending and previously paid bills of the general fund, water system, and sanitary sewer system for the period of September 11, 2024, to October 8, 2024. Motion carried.

Baltimore Sportsman Club has approached the Authority about buying water to put into a water buffalo. A discussion among the council members about this was done and need to look into this request further.

The next Regular Meeting of the Municipal Authority of the Borough of Berlin is scheduled for November 13, 2024, beginning at 7:00 p.m.

At 9:06 P.M. a motion was made by Bryan Walker, seconded by Marshall Engleka to adjourn this meeting. Motion carried.

Traci Horning

Submitted By: Traci Horning, Assistant Secretary/Treasurer