

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

Regular Meeting

November 13, 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 – Gary Leister, The EADS Group; Danny Cerrone, Clark Hill behalf of PA Turnpike Commission; Jason Bialon, PA Turnpike Commission; Lois Caton, Municipal Authority Solicitor; Chet Cyga, Water System Solutions, Inc.(arrived at 7:45 pm), and Traci Horning, Municipal Authority Assistant Secretary/Treasurer.

Motion to adjourn to executive session at 7:05 P.M. was made by Bryan Walker, seconded by Dale Miller. Motion carried.

At 7:05 P.M., the council adjourned to executive session to review and discuss agency business which, if conducted in public, would violate a lawful privilege, or lead to the disclosure of information and confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations.

Motion to adjourn to regular session at 7:20P.M. was made by Bryan Walker, seconded by Marshal Engleka. Motion carried.

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. The lowest bid was from Darr Construction at \$139,000. Would consider awarding a contract to Darr Construction for the full amount. Notice of award and contract documents to be issued. Negotiate Notice to Proceed date with Darr Construction after all contract documents are finalized. Work may be postponed until Spring due to winter weather.

The Water Production Well Site Study. VLF Field Study is scheduled for December 5 and 6 with Jim Siedle from EADS. He will be on site December 5, 2024.

Water Storage Tanks. Reservoir #2 (new tank) EADS contacted Dutchland LLC to request 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. Inventory submission to DEP completed. Notification letters to be sent to customers of “unknown” status.

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

LSA grant to be applied for to do an electrical upgrade to the wastewater treatment plant. Would like to have a generator as a back up to the plant included in the grant. RAS Pump and VFD replacement. Had a quote done and it was for \$425,000. A resolution needs to be passed.

Section 313 grant was talked about and would like to apply for this grant also. Will need to decide what project to do.

Chet Cyga arrived at 7:45 pm for the meeting.

Motion by Marshal Engleka, seconded by Dale Miller, to approve the October 9, 2024, Municipal Authority minutes. Motion carried.

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

Well #9 probe to be replaced November 18, 2024.

Effluent water pump needs to be repaired/rebuilt waiting on quotes.

The airline in Basin #4 needs to be addressed soon. Blowing foam all over the place.

Waiting on Dutchland Tanks to call back to schedule a site visit to discuss the repairs to the reservoir tanks. Gary Leister, EADS Group also placed a call to them.

Snyder of Berlin Lagoon results and the WWTP Effluent Lab Results up to October 22, 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 November 1, 2024.

Daily Water Withdrawal/Instream Flow Requirement for the Municipal Authority had an average of 115,364 gallons of water a day for the month of October 2024.

Discussion among the council members regarding the current water rates. Handed out copies of current rates from other municipalities. Need to decide for 2025 if wanting to increase the water rates.

Discussion among the council members regarding the current sewer rates. Handed out copies of current rates from other municipalities. Need to decide for 2025 if wanting to increase the sewer rates.

Meeting with Jamie Estep, DEP Bureau of Safe Drinking Water for the PES Test well drilling to discuss the next steps on November 21, 2024, at 10:00 am.

Source Water Protection Plan is done in a draft report. Will need to review the plan. A meeting with Kurt Wagner of PA Rural Water is scheduled for the next meeting December 11, 2024.

Craig Fencing has fixed the fence.

Entry point roof has been fixed

Whitehorse Road water tank and open pond gates has been moved back and installed.

Discussion about three people having a water tap into the water system. Need to find out the regulations of tapping the residents and the 4 log requirements.

PA Rural Water is offering a Wastewater Operator Certification Training Program. Class is offered every Wednesday for 12 weeks in Bellefonte, PA.

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. The council looked over the depreciation schedule so it could be given back to Beer & Ream to continue with 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. Send letter to have account to be paid in 30 days.

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. A letter has been prepared for the council to look over so it can be sent.

Motioned by Marshal Engleka, seconded by Bryan Walker to approve the Treasurers Report for the period of September 11, 2024, to October 9, 2024. Motion carried.

Motioned by Marshal Engleka, seconded by Bryan Walker to approve the Treasurers Report for the period of October 9, 2024, to November 13, 2024. Motion carried.

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 October 8, 2024, to November 12, 2024. Motion carried.

Motion by Charles Rhodes, seconded by Marshal Engleka to approve and advertise the Municipal Authority of the Borough of Berlin 2025 meeting dates. Motion carried.

Marshal Engleka will continue being on the Municipal Authority Council. Will need to have the Borough Council members approve this.

The next Regular Meeting of the Municipal Authority of the Borough of Berlin is scheduled for December 11, 2024, beginning at 7:00 p.m.

At 9:34 P.M. a motion was made by Bryan Miller, seconded by Marshall Engleka to adjourn this meeting. Motion carried.

Traci Horning

Submitted By: Traci Horning, Assistant Secretary/Treasurer