

# MABE Meeting Minutes January 28, 2025

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## In Attendance:

Darrell Gibble  
Steve Keech  
Jim Freeze  
Dan Engro  
Floyd Jennelle  
Greg Siwik  
Keith Showalter, Systems Design Engineering  
Stephen Kalis, Fox Rothschild  
Charlotte Gehman

## Absent:

## Others in Attendance:

Dave Friedman, EEMA  
John Dean, EEMA  
Mike Trojecki, Borough Council Liaison

Meeting called to order at 7:00p.

**Motion by Floyd to approve December 17, 2024, Meeting Minutes. Second by Darrell. Motion Approved.**

### Annual Reorganization

Motion to adjourn the regular meeting and appoint temporary chairperson. Second. Motion approved.

Motion by Darrell to nominate (the current) slate of candidates:

Steve Keech, Chair  
Floyd Jennelle, Vice-Chair  
Darrell Gibble, Secretary  
Dan Engro, Treasurer  
Greg Siwik, Board Member

**Motion by Jim to close the nominations. Second by Darrell. Motion approved.**

**Motion to approve the slate of candidates as presented. Second. Motion approved.**

**Motion by Darrell to appoint Systems Design Engineering and Fox Rothschild at their published rate schedules. Second by Floyd. Approve Motion.**

Acknowledgement of EEMA as Plant Operator at their published rate schedule.

**Motion by Floyd to recommend Hamilton & Musser as auditors. Second by Dan. Motion approved.**

Acknowledgement of George Firrantello as a financial volunteer.

Reorganization adjourned and regular meeting resumed.

### Public Comment

None.

### Correspondence/Communication

Delaware Valley Development Company – Request for renewed willingness to serve letter – **Motion by Darrell to provide a renewed willingness to serve letter. Second by Floyd. Motion approved.**

Rouse Chamberlin Homes – Connection Inquiry – Discussion of this potential project located in West Nantmeal. Charlotte provided them with the Land Development application. Keith shared his opinion on adding these EDU's for property outside the Borough. He feels the Act 537 report will provide more information to estimate.

Statement of Financial Interest Forms – Forms completed at the meeting.

### Treasurer's Report

Approval of the January payables per Check Register presented. **Motion by Floyd to approve the January payables as presented. Second by Greg. Motion approved.**

Finance Committee Report – Dan reviewed the account balances and interest earned. Dan and Charlotte will continue to work with Truist to remove the \$7500. monthly additional principal payment on the loan.

### Operator's Report

Average daily flow was 84,000/gpd. With Train 2 being brought back online, biological growth was re-seeded but biological growth has been slow creating high ammonia levels. John hopes that things will improve in February. Several PA One calls. Some freezing issues causing the auger to jam on the Lakeside. 2.6 million gallons treated for the month.

### **Engineer's Report**

Chapter 94 Report – **Motion by Darrell to authorize engineer to prepare Annual Chapter 94 report at a cost not to exceed \$5,000. Second by Dan. Motion approved.**

127 E. Conestoga Rd Connection Inquiry – No further information has been received. Keith says there is no further action needed until a subdivision plan is presented.

Tensor Motorcar Project – Sewer line was inspected by SDE on January 7<sup>th</sup>.

Act 537 Report – SDE staff has collected their final changes, and Keith expects it to then be submitted to Elverson Borough Planning Commission and Chester County Planning Commission.

New Local Share **Pump Station Improvements** Grant Application – Keith is waiting for a quote from the Purestream representative.

Local Share **Headworks/HVAC** Grant Project – Keith is working on the plans and hopes to have that to the Board in the next month or two.

ARPA Small Water and Sewer **Collection System Rehab** Grant Project – This is related to the flow metering project from the three locations. Data is still being evaluated. Keith feels the Brick Lane data shows the most change and feels this will be the area to focus on televising. Keith expects to have more for presentation at the February Board meeting.

ARPA H2O PA Plant Upgrade Grant Project – This is tied to the ACT 537 and the Purestream quotes. Keith is still working to get the design on paper so a bid can be obtained.

PA Small Water & Sewer **Tank Painting** Grant Project – All work is completed, and the final pay application was presented.

**Motion by Darrell to approve Zimmerman Environmental Pay Application No. 4-Final Amount \$18,241.24. Second by Floyd. Motion approved.**

**Motion by Darrell to approve Change Order No. 1- Contract Price Increase \$2,931.70. Second by Floyd. Motion approved.**

Easement Plans and Right of Ways – Project cleanup and finalization still needs to be completed. Steve wants to consider adding verification of the sewer easement to request for final with property transfers.

### **Solicitor's Report**

Shared Lateral Policy – Stephen confirms that a Borough Ordinance is in place that supports a single lateral per residence. Stephen recommends that shared laterals not be considered unless a special exception is warranted. Discussion of developing a Municipal Authority policy to expand on the Ordinance. Stephen will begin developing policies.

### **Old Business**

#### **New Business**

Financial Planning and Budgeting through Auditor – Steve introduces George Firrantello's suggestion to engage a part time controller going forward. Charlotte will discuss this with the auditors.

ScreenConnect Service Purchase – PC Ninja has added this service so George can log in remotely. There is capacity for additional users if needed.

New Computer Equipment Quote – Charlotte reviewed the quote for replacing the desktop computer and the MABE laptop at a cost of \$2,028.00. Motion by Darrell to purchase the new computer equipment. Second by Floyd. Motion approved.

Meeting Opening – Steve would like to add the pledge of Allegiance and an opening prayer to the Board meetings. Board members have no objection.

#### **Admin Update**

Water Shut-off Policy Recommended Changes – Charlotte recommended two changes as presented to the water shut-off policy.

**Motion by Floyd to approve the suggested changes Second by Dan. Motion approved.**

Portnoff Report Review – Review of the report provided by Portnoff. No questions from the Board.

2024 Audit Scheduled February 5<sup>th</sup> – Auditors will be on site this week to begin the 2024 audit.

Charlotte Announcement – Charlotte will be retiring at the end of September. She is willing to help find her replacement and assist as needed with the transition.

#### **Executive Session**

The meeting was adjourned at 8:15p.

Next Scheduled MABE Reorganization and Board Meeting is **February 25, 2025, at 7:00p.**