

# MABE Meeting Minutes May 30, 2023

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## **In Attendance:**

Steve Keech  
Darrell Gibble  
Dan Engro  
Keith Showalter, SDE  
Stephen Kalis, Fox Rothschild, Telephonic  
Charlotte Gehman

## **Absent:**

Floyd Jennelle  
Jim Freeze

## **Others in Attendance:**

Dave Friedman, EEMA  
Jack Stewart, Borough Council Member Liaison  
Lori Sifford, Finance Volunteer, Telephonic

Meeting called to order at 7:00p.

**Approve Minutes of April 25, 2023, Board Meeting - Motion by Darrell to approve the April 25, 2023 Meeting Minutes. Second by Dan. Motion approved.**

## **Public Comment**

None.

## **Correspondence/Communication**

Borough Council is directing \$42,000k of ARPA grant award funds to the Municipal Authority to contribute towards the match portion of the PA Small Water and Sewer Plant Improvements grant project.

## **Treasurer's Report**

Approval of April payables per Check Register presented. **Motion by Dan to approve the payables as presented. Second by Darrell. Motion approved.**

Finance Committee Report - Dan reviewed the financial reports.

Money Market/Certificate - Dan reviewed the offerings of Citadel and considered moving funds from Truist to an interest earning account at Citadel Credit Union. Suggestion to open a Truist CD (Municipal Certificate) with Citadel 500,000.00. **Motion by Dan to move \$500,000 to Citadel Credit Union Municipal Certificate. Second by Darrell. Motion approved.**

Annual Audit – Audit work is nearing completion.

## **Operator's Report**

One violation for phosphorus due to a late delivery of chemicals. Aluminum I-beam has been installed in the disinfection building. Testing of Brick Lane meters was completed to explore the difference in hours. The HVAC system has been cleaned and is now working well.

Steve inquired about what constitutes routine maintenance in the EEMA contract. Following up on this question from last meeting, Dave and John worked to reduce items that are part of routine maintenance on the monthly invoice.

Graffiti Cleanup - still some visible marks. Will continue to try to power-wash it.

Equipment Inventory - Dave has a framework for the inventory and he and John will build the list with input from Keith on values.

## **Engineer's Report**

Connection Application Renewal - Keith finds that he prefers to ask for \$750.00 for a connection review and inspection up from \$500.00. The board agrees to the increase. Keith believes requesting shop drawings helps to ensure that the correct pipe is used etc. NPDES Permit Renewal - Draft is in process. Keith will require some lab testing. He will work with John and Dave to request. Keith noted that PFAS and PFOS will probably need to be tested for in the future.

ARPA Small Water and Sewer Grant Application - Waiting for awards announcement in July or September.

ARPA H2O PA Grant Application - Waiting for awards announcement in July or September.

PA Small Water & Sewer Grant Bid Update - Keith is hoping to get that to Steve for review in the next week. Keith hopes the work can be completed by September.

Blue Rock Project – See Solicitors report.

Easement Plans/Right of Way Project - Still in process.

25 S. Brick Lane/Berks Homes - SDE has completed their review and inspection and Kraft needs to complete the final inspection and report the final connection date to MABE.

## **Solicitor's Report**

Blue Rock Deed of Dedication Status - Charlotte is waiting for the final escrow to be paid and for the Deed of Dedication to be signed. After the Deed of Dedication is recorded, Charlotte will release the final Bon amount.

## **Old Business**

### **New Business**

Plant Security - Discussion of the quotes for security cameras. **Motion by Darrell with second by Dan to approve the All-Point Security quote. Motion approved.**

Plant Driveway

Heilner Fence Repair Landscaping Quote - **Motion by Steve with second by Darrell to approve Heilner Landscaping quote to repair the fence. Motion approved.** The Board requested that Keith write a letter to Borough Council to explain the potential challenges and timeline with approving a permit for a large project like the Hopewell Manor expansion.

### **Admin Update**

Electronic Payment Status – We were not able to accept ACH payments yet. There was snag with that set-up initially that has been resolved.

Vacation – Charlotte will be on vacation June 26-30 and will miss the June MABE Board meeting. She will work with Steve to prepare for the meeting in her absence.

### **Executive Session**

Meeting adjourned at 8:06.

Next Scheduled MABE Board Meeting is **Tuesday, June 27, 2023, at 7:00p.**