

MABE Meeting Minutes April 28, 2020

In Attendance:

Lori Sifford
Darrell Gibble
Jim Freeze
Steve Keech
Floyd Jennelle
Stephen Kalis, Fox Rothschild
Keith Showalter, Systems Design
Charlotte Gehman

Absent:

Others in Attendance:

Dave Friedman, EEMA
John Dean, EEMA

Meeting called to order at 7:00p via teleconference.

Approve Minutes of February 25, 2020 Board Meeting – **Motion by Floyd to approve the Minutes of February 25, 2020 Board Meeting as presented. Second by Jim. Motion approved.**

Approve Payables for March – Motion by Darrell to approve the payables as presented. Second by Jim. Motion approved.

Conditional Approval for 14 N. Brick Lane – Keith reviewed his review letter of March 18, 2020. There will be an easement agreement. Motion by Jim Freeze for conditional to approve the 14 N. Brick Lane and to authorize the solicitor to prepare the improvements agreement. Second by Darrell. Motion approved.

Motion by Steve to approve Heilner Landscaping proposal for the 2020 mowing season. Secondly by Floyd. Motion approved.

Public Comment

Payment Relief Question - Customer asked. Lori suggests we remind customers that we are not making any formal policy change, but we will work with people individually as needed.

Correspondence/Communication

None

Operator's Report

No violations or alarms. John reported that EEC was contacted to look at the control panel because blowers were tripping at high hertz. PLC was adjusted and has been working very well. Diffusers have been replaced in Aeration Bay 1. have been replaced and this allows the use of just one blower. Have done some testing on the sampler. All PM maintenance on the blowers has been completed. Disk filter has been deep cleaned. PAC lines have been cleaned. John requests authorization to replace the diffusers in Aeration Bay 2 as well. **Motion by Darrell to approve EEMA to replace the diffusers in Aeration Bay 2 at a cost of \$2,500.00 which will allow the plant to run on one blower and improve water quality. Second by Floyd. Motion approved.**

Phone line – John would like to contact Service Electric to change to a static IP address for the new PLC panel which will allow the operators to identify the source of the problem. Charlotte will provide John with the Service Electric contact.

Pump Station Overflow Pipes – Brick Lane pipe has been capped and buried. Corbett and (Include?)

Werner/Stoltzfus Manhole Repair – Controlex is not working now, but EEMA anticipates it being installed in May.

HVAC – Pre-filter/Strainer Quote – EEMA has a quote from Rick Weller but Dave still needs to review it. He estimates the cost around \$7,000.00. Will present the quote at the May meeting.

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Engineer's Report

Blue Rock Project – The WQM permit has been approved, signed by Lori Sifford, application fee paid by the developer and submitted to DEP. Keith is working with Dave on costs for replacement pumps for Corbett. Construction is currently on hold but is anticipated. Keith will pick up the approved plans.

Main St. Manholes, A-Series Manholes – Sewer Specialties is hoping to reopen in May, and we are on their schedule. Will coordinate with Charlotte when scheduling is re-opened.

14 N. Brick Lane Development – Project was conditionally approved above. The construction improvements agreement still needs to be prepared.

Easement Plans Right of Way Plans - Keith suggests preparing a proposal for an index of right of way/easement agreements within the MABE sewer system. Board agrees that Keith can prepare a proposal for the May meeting.

Solicitor's Report

Blue Rock – All documents and agreements have been completed and financial security has been posted. Developer is waiting for the courthouse to reopen to get the plans recorded.

Water Termination – Stephen reviewed the conditions of the Water Services Act for use in collections. MABE could be required to reimburse the water company for costs of shut-off and potential loss of water revenue. Discussion of the protocol for any policy.

Old Business

Insurance Review – Still need to have a physical site visit of the MABE plant and properties to confirm the insurance values with Keith and Dave when social distancing and time allows.

New Business

Meeting Attendance Policy – Discussion of the Municipal Authority Act requirements for meetings and the notices and requirements for holding a public meeting per the Sunshine Law and allowing the public to participate. Stephen recommends establishing a formal policy for MABE Board meetings.

Remote Meeting Capabilities – Stephen suggests that we can modify

Treasurer's Report

Sign Checks – **Motion by Darrell to approve the payables for April as presented. Second by Jim. Motion approved.**

Blue Rock Check Allocation – Discussion of how to record the reimbursement funds from a previous developer paid as part of the conditions of the Blue Rock project. Lori suggests talking to the Auditors on how to apply these funds, so it appears on the Profit and Loss.

CD Renewal – The CD is up for renewal again. **Motion by Jim to renew the CD at the best rate available. Second by Darrell. Motion approved.**

Admin Update

Audit – Charlotte is working with RKL to complete the Audit. Charlotte will forward the draft audit to the Board when it is available.

Executive Session

Meeting Adjourned 8:12p

Next Regular Board Meeting is Scheduled for **Tuesday, May 26, 2020** at 7:00p.

Respectfully submitted by Charlotte Gehman