

MINUTES OF THE OLEY TOWNSHIP MUNICIPAL AUTHORITY
MEETING HELD JANUARY 12, 2023

The regular meeting was called to order at 7:00 p.m. in the Oley Township Municipal Building by Amandus Reichert with the following board members in attendance....Carmen Italia, Kim Seidel, and Austin Schaeffer. Also, from Entech Engineering Kim Mazur; Solicitor John Muir; sewer plant operators Michael Eshbach and Bryer Eshbach; Supervisors Mark Hoch and Edwin Pollock; and nine citizens were in attendance. The Pledge of Allegiance to the American Flag was observed.

Mr. Reichert introduced Kim Seidel and Austin Schaeffer as new members that have been appointed to serve on the board.

This being the first meeting of the new year, the reorganization of the Municipal Authority was in order. A motion was made by Carmen Italia and seconded by Amandus Reichert to appoint John Muir as Temporary Chairman to ask for nominations for Chairman. Amandus Reichert – yes; Carmen Italia – yes; Kim Seidel – yes; Austin Schaeffer – yes. All in favor....motion carried. A motion was made by Amandus Reichert and seconded by Carmen Italia to nominate Paul A. Herb for Chairman for 2023. Amandus Reichert – yes; Carmen Italia – yes; Kim Seidel – yes; Austin Schaeffer – yes. All in favor....motion carried. A motion was made by Carmen Italia and seconded by Austin Schaeffer to nominate Amandus B. Reichert for Vice Chairman for 2023. Amandus Reichert – abstained; Carmen Italia – yes; Kim Seidel – yes; Austin Schaeffer – yes. Three in favor, one abstained....motion carried. The meeting was turned over to Vice Chairman Amandus Reichert. A motion was made by Carmen Italia and seconded by Austin Schaeffer to nominate Kim R. Seidel for Secretary for 2023. Amandus Reichert – yes; Carmen Italia – yes; Kim Seidel – abstained; Austin Schaeffer – yes. Three in favor, one abstained....motion carried. A motion was made by Austin Schaeffer and seconded by Kim Seidel to nominate Carmen S. Italia, Jr. for Treasurer for 2023. Amandus Reichert – yes; Carmen Italia – abstained; Kim Seidel – yes; Austin Schaeffer – yes. Three in favor, one abstained....motion carried. A motion was made by Carmen Italia and seconded by Kim Seidel to nominate Austin R. Schaeffer for Assistant Secretary/Assistant Treasurer for 2023. Amandus Reichert – yes; Carmen Italia – yes; Kim Seidel – yes; Austin Schaeffer – yes. All in favor....motion carried. Therefore, a motion was made by Carmen Italia and seconded by Kim Seidel that each nominee be declared elected to their respective offices. Amandus Reichert – yes; Carmen Italia – yes; Kim Seidel – yes; Austin Schaeffer – yes. All in favor....motion carried. Following are the officers for the year 2023:

Chairman	-	Paul A. Herb
Vice Chairman	-	Amandus B. Reichert
Secretary	-	Kim R. Seidel
Treasurer	-	Carmen S. Italia, Jr.
Assistant Secretary/ Assistant Treasurer	-	Austin R. Schaeffer

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The meeting agenda was posted in the meeting room and the township website prior to the start of the meeting. The following public comment was heard:

1. Harold Hoch – He is representing Friedens Cemetery Company relative to the high water consumption they experienced for the second quarter of 2022. Michael Eshbach will perform a data log on this meter before we would decide on any type of credit for this account.

A motion was made by Carmen Italia and seconded by Austin Schaeffer to appoint Herbein+Company as Auditor; Entech Engineering, Inc. as Engineer; and Kozloff Stoudt as Solicitor for 2023. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried. A motion was made by Kim Seidel and seconded by Carmen Italia to appoint the following committees for 2023:

- | | | |
|--|---|--|
| Administrative | - | Kim Seidel, Chairman
Carmen Italia
Austin Schaeffer |
| Financial | - | Carmen Italia, Chairman
Austin Schaeffer
Kim Seidel |
| Wastewater Plant & System
Operation & Maintenance | - | Paul Herb, Chairman
Amandus Reichert
Austin Schaeffer
Michael Eshbach |
| Water Plant & System
Operation & Maintenance | - | Amandus Reichert, Chairman
Paul Herb
Michael Eshbach |

Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried.

There being no changes to the December 1, 2022 minutes, a motion was made by Carmen Italia and seconded by Austin Schaeffer to approve the minutes of the December 1, 2022 meeting as presented. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried.

The treasurers report was presented for the month. Sewer Fund: in the OPERATION & MAINTENANCE account the balance is \$39,617.63; in the REVENUE account \$440,964.44; in the INVESTMENT FUND \$285,712.85. Water Fund: in the OPERATION & MAINTENANCE account the balance is \$1,147.07; in the REVENUE account \$149,575.28; in the INVESTMENT FUND \$254,184.59; and in the PROJECT FUND \$6.18. A motion was made by Carmen Italia

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and seconded by Kim Seidel to approve and accept the treasurers report as presented. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer - yes. All in favor....motion carried.

No sewer plant operator report was submitted for this meeting.

No water plant operator report was submitted for this meeting, but there were 4,904,400 gallons pumped for the month. It was noted that this number is high and we have been searching for a water leak.

Incoming communications:

1. Letter dated December 16, 2022 from Oley Township submitting the Friedens UCC Subdivision Final Plan, plan number 2021-006, dated December 13, 2022, for our review. It was noted that both of these properties have separate sewer and water connections already in existence.

2. Letter dated December 21, 2022 from Oley Youth Character Building requesting a reduced rate for their facility due to very low water consumption. Mr. Seidel is a Trustee of this organization and explained that over the most recent four year period their average annual usage was 925 gallons. Mr. Reichert said we do not have provisions in our Rates, Rules & Regulations for such a request. It was decided to research how many non-profit organizations use less than 1,000 gallons in a quarter.

Committee reports:

Administrative: (1) Atty. Muir said the amendment to our Rates, Rules & Regulations to include a policy to issue credits for excessive water consumption due to leakage is complete, Mr. Reichert would like more time to review and make changes to this policy prior to adopting the resolution. (2) A motion was made by Carmen Italia and seconded by Amandus Reichert to authorize the hiring of Bryer Eshbach retroactively effective January 2, 2023 as a full-time Wastewater & Water Operator at a rate of \$32.00 per hour. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – abstained. Three in favor, one abstained....motion carried. (3) A motion was made by Carmen Italia and seconded by Kim Seidel to authorize reimbursement to Bryer Eshbach the total deductible for the employee healthcare program with the employee being responsible for all the co-pays. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried. (3) There was discussion of the unused vacation days by Michael Eshbach, per the personnel policy an employee may carryover half of the earned vacation days into the next calendar year but the amount of unused vacation days is more than half, Atty. Muir was directed to review this matter until our next meeting. (4) Fleetwood Bank has agreed to collect the sewer and water bills but there will be a cost associated with this, at this point we have not yet received their proposal,

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Shirley Moyer indicated that several customers have recently been told by Fleetwood Bank employees that they cannot accept the sewer and water payments. (5) Mr. Reichert instructed Shirley Moyer that as of the beginning of this year she is not to do anything with the Harmony meter reading system or the Caselle billing system including final bills as this will all now be handled by Dallas Data Systems. Shirley Moyer indicated that she had emailed Paul Herb on January 4th the paperwork for two settlements which will be occurring, the settlement company called the office on the morning of the settlement on January 11th and indicated they have not yet received information on the final sewer and water bill, so a final bill was quickly calculated so they would have this information to continue with the settlement of the property.

Finance: A motion was made by Carmen Italia and seconded by Kim Seidel to establish the following pay rates for our employees effective January 1, 2023:

Michael Eshbach – full-time operator - \$34.69 per hour

Bryer Eshbach – full-time operator - \$32.00 per hour

Paul Herb – part-time operator - \$33.75 per hour

Henry Schlegel – part-time employee - \$22.27 per hour

Shirley Moyer – office secretary - \$2,799.59 per month

Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried.

Wastewater Plant: Nothing to report.

Water Plant: Nothing to report.

Received pay application #14 (final) in amount of \$11,356.22 from Blooming Glen Contractors, Inc. and this is being recommended for payment by Brian Hassinger. Atty. Muir suggested that we table action on this pay application until our next meeting.

Received December 15, 2022 from Earl Township the executed Reimbursement Agreement and a check in amount of \$44,000 for the alternative analysis that they requested to determine sewer capacity to service Route 73 West and East areas. Mr. Mazur provided an update on the progress of this alternative analysis.

Mr. Mazur said the Main Street Water Main Replacement Project – Phase II and the Oley High School Water Main Loop Project bid documents are mostly complete, this will be put out for bid in the Spring of 2023. An easement will be necessary for the Oley High School Water Main Loop Project which Mr. Mazur showed to us, Atty. Muir will prepare this easement agreement. A motion was made by Carmen Italia and seconded by Austin Schaeffer to authorize the Solicitor to prepare an easement agreement for the Oley Valley School District property as part of the Oley High School Water Main Loop Project. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried.

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There was discussion on the second water storage tank/waterline to Friedensburg Road. Received copy of letter dated November 27, 2022 from Oley Township Planning Commission to Oley Township Zoning Hearing Board informing them the Commission supports and have no opposition to the Oley Township Municipal Authority variance application as presented subject to the woodland disturbance of the tank and detention basin not exceeding 36 percent and the steep slope area disturbance for this project not exceeding 56 percent. Received copy of letter dated November 27, 2022 from Oley Township Board of Supervisors to Oley Township Zoning Hearing Board informing them the Supervisors support and have no opposition to the Oley Township Municipal Authority variance application as presented in which they request 36 percent woodland disturbance for the tank and detention basin and 56 percent steep slope disturbance. Mr. Mazur showed where the water line will be constructed from the water storage tank and where the easements will be for the Andrew & Allison Rettew, Gregory & Diane Auchter, and Dennis & Laidlie Hoshall properties. A motion was made by Carmen Italia and seconded by Austin Schaeffer to authorize the Solicitor to prepare easement agreements for the Rettew, Auchter, and Hoshall properties as part of the Water Storage Tank Project. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor...motion carried. Mr. Mazur said in order to unload equipment to perform the soil borings for the foundation design, a truck had parked on the Matthew Walker property, Mr. Walker was added as additional insured on the boring company's policy, all further access to the site will be the Municipal Authority's property. Mr. Mazur is attempting to contact Met-Ed as to securing electric for this site. A Zoning Hearing was held on December 19, 2022 but because the Zoning Officer did not physically post the notice on the property a hearing could not be conducted, this hearing is continued until January 30, 2023 at 6:30 p.m. Mr. Mazur said the DEP Public Water Supply Permit was submitted on November 28, 2022. Received from Entech Engineering, Inc. an engineering work order for the New Water Storage Tank in amount of \$38,750 which is an amendment to the original work order to cover additional costs and expenses on this project. A motion was made by Carmen Italia and seconded by Kim Seidel to authorize the execution of engineering work order for Entech Engineering, Inc. for additional costs and expenses on the New Water Storage Tank in amount of \$38,750. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor...motion carried.

Mr. Mazur said the new submersible well pump/motor was installed for the Well #3 Improvement Project and start-up is scheduled for January 2023.

Mr. Mazur said there is nothing new to report on the sewer and water tapping fee recalculation studies.

Mr. Mazur reported that the access easement survey was completed for the Well #1 property and he showed us the right-of-way. Atty. Muir provided Joshua Kratzer with all the information on the survey and right-of-way. Joshua Kratzer said the tree service that removed the trees this week used his property for access and removal of the trees, on projects like this both property owners need to work together, there is one member of the board that is not willing

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to work with him. Mr. Reichert explained to Mr. Kratzer that when all the right-of-way's are shown on the plan we will provide him a set of the drawings so he can see exactly where the property lines are located as well as all of the right-of-way's and the wellhead protection area. Mr. Kratzer said he never received the payment for this Wellhead Protection Area. Mr. Reichert said he could receive this payment if he would sign the Agreement.

Daniel E. Levengood said he did not sign the Wellhead Protection Agreement because he never agreed to a twenty year term as was listed in the Agreement.

Mr. Mazur said the Commonwealth Financing Authority was scheduled to meet today for the LSA State-Wide Grant Program but it was cancelled until March, we have applied for a \$1,000,000 grant for the Water Storage Tank Project.

Mr. Mazur said they are reviewing the proposal from WBA Automation on the system-wide Supervisory Control and Data Acquisition (SCADA) upgrade in the amount of \$142,900.

A motion was made by Carmen Italia and seconded by Kim Seidel to appoint Shirley Moyer as the Right-To-Know Officer for Oley Township Municipal Authority. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried.

Atty. Muir informed us that the bid limits have increased for 2023, we would need written/telephonic bids between \$12,200 - \$22,499 and public bids over \$22,500.

The following bills were presented for payment for the Sewer System:

Michael A. Eshbach	---	3,174.07
Paul A. Herb	---	1,330.45
Shirley M. Moyer	---	1,872.27
Michael A. Eshbach	---	2,867.63
Paul A. Herb	---	1,515.90
Shirley M. Moyer	---	1,872.27
NCR Payroll	---	31.60
NCR Payroll	---	3,120.43
NCR Payroll	---	31.60
NCR Payroll	---	2,987.31
Met-Ed	---	1,453.90
Windstream Conestoga, Inc.	---	330.75
Cardmember Service	---	331.64
Clean Image, Inc.	---	67.37
Univar USA, Inc.	---	1,200.00
Denney Electric Supply	---	121.38

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WBA Automation Division	---	51,400.00
Delaware County Solid Waste Auth.	---	1,625.76
Denali Water Solutions, LLC	---	1,478.88
Suburban Water Testing Labs	---	2,366.56
Spotts, Stevens & McCoy, Inc.	---	1,570.25
Entech Engineering, Inc.	---	2,643.75
Verizon Wireless	---	103.08
Oley Township	---	415.97
Cardmember Service	---	177.12
PA Municipal Authorities Assn.	---	1,117.63
Ridge Support Technologies	---	120.95
WBA Automation Division	---	2,025.00
Eastern Alliance Insurance Group	---	1,214.00
McGriff Insurance Services	---	<u>5,380.00</u>
TOTAL SEWER BILLS	---	\$93,947.52

The following bills were presented for payment for the Water System:

Met-Ed	---	\$ 539.64
Eddinger Propane Gas, Inc.	---	258.95
Paul A. Herb	---	118.65
Gannett Fleming Companies	---	500.00
NorthEast Construction Company	---	2,080.00
Buckman's, Inc.	---	783.20
Exeter Supply Company, Inc.	---	7,020.00
Suburban Water Testing Labs	---	853.44
Entech Engineering, Inc.	---	<u>6,334.79</u>
TOTAL WATER BILLS	---	\$18,488.67

A motion was made by Carmen Italia and seconded by Austin Schaeffer to approve the above bills for the sewer and water systems as presented. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer - yes. All in favor....motion carried.

The following sewer report was given as of December 31st -

<u>897</u>	Sewer tapping fees paid to date
<u>70</u>	Number of unpaid rental bills of 10-31-22
<u>\$10,754.80</u>	Total of unpaid rental bills of 10-31-22
<u>6</u>	Number of unpaid rental bills of 7-31-22

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<u>\$1,127.42</u>	Total of unpaid rental bills of 7-31-22
<u>4</u>	Number of unpaid rental bills of 4-30-22
<u>\$704.86</u>	Total of unpaid rental bills of 4-30-22
<u>3</u>	Number of unpaid rental bills of 1-31-22
<u>\$570.22</u>	Total of unpaid rental bills of 1-31-22
<u>2</u>	Number of unpaid rental bills of 10-31-21
<u>\$846.39</u>	Total of unpaid rental bills of 10-31-21
<u>1</u>	Number of unpaid rental bills of 7-31-21
<u>\$210.00</u>	Total of unpaid rental bills of 7-31-21
<u>1</u>	Number of unpaid rental bills of 4-30-21
<u>\$210.00</u>	Total of unpaid rental bills of 4-30-21
<u>1</u>	Number of unpaid rental bills of 1-31-21
<u>\$210.00</u>	Total of unpaid rental bills of 1-31-21
<u>1</u>	Number of unpaid rental bills of 10-31-20
<u>\$210.00</u>	Total of unpaid rental bills of 10-31-20
<u>1</u>	Number of unpaid rental bills of 7-31-20
<u>\$210.00</u>	Total of unpaid rental bills of 7-31-20
<u>1</u>	Number of unpaid rental bills of 4-30-20
<u>\$210.00</u>	Total of unpaid rental bills of 4-30-20
<u>1</u>	Number of unpaid rental bills of 1-31-20
<u>\$180.00</u>	Total of unpaid rental bills of 1-31-20
<u>1</u>	Number of unpaid rental bills of 10-31-19
<u>\$180.00</u>	Total of unpaid rental bills of 10-31-19
<u>1</u>	Number of unpaid rental bills of 7-31-19
<u>\$180.00</u>	Total of unpaid rental bills of 7-31-19
<u>1</u>	Number of unpaid rental bills of 4-30-19
<u>\$180.00</u>	Total of unpaid rental bills of 4-30-19
<u>1</u>	Number of unpaid rental bills of 1-31-19
<u>\$180.00</u>	Total of unpaid rental bills of 1-31-19
<u>1</u>	Number of unpaid rental bills of 10-31-18
<u>\$180.00</u>	Total of unpaid rental bills of 10-31-18
<u>1</u>	Number of unpaid rental bills of 7-31-18
<u>\$58.00</u>	Total of unpaid rental bills of 7-31-18

The following water report was given as of December 31st –

<u>810</u>	Water connections to date
<u>62</u>	Number of unpaid rental bills of 10-31-22
<u>\$4,929.72</u>	Total of unpaid rental bills of 10-31-22
<u>1</u>	Number of unpaid rental bills of 7-31-22
<u>\$70.00</u>	Total of unpaid rental bills of 7-31-22
<u>1</u>	Number of unpaid rental bills of 4-30-22
<u>\$305.20</u>	Total of unpaid rental bills of 4-30-22

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The following public comment was heard:

1. Joshua Kratzer – Said Matthew Walker requested to be added as additional insured and this was immediately granted. He asked three months ago to be added as additional insured and he still has not been added. Atty. Muir said the request to be added as additional insured for driving over his property should have been made of the tree trimmer.

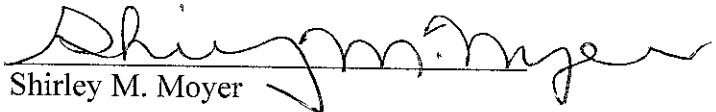
2. Matthew Walker – Feels like he is being taken advantage of, someone should have left him know that equipment was going to be parked on his property, at this point he is not sure whether he will give the Authority an easement for the electric service to the water storage tank property, we should make contractors aware of where the property lines are located.

3. Duane Howard – Will the Phase II water main replacement project be the last phase to be completed. Mr. Reichert said there has been no discussion of any further replacements. Mr. Howard said in the Phase II project a lot of the water services are in the sidewalk so some curb repairs will be needed and the Township and Authority will need to work together to make these repairs.

The next regular meeting will be held Thursday, February 2, 2023 at 7:00 P.M.

There being no further business, a motion was made by Carmen Italia and seconded by Austin Schaeffer to adjourn the meeting at 9:07 p.m. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer - yes. All in favor...motion carried.

Respectfully submitted,


Shirley M. Moyer

cc: P. Herb
A. Reichert
K. Seidel
C. Italia

A. Schaeffer
J. Muir
K. Mazur
B. Hassinger