

MINUTES OF THE OLEY TOWNSHIP MUNICIPAL AUTHORITY  
MEETING HELD FEBRUARY 2, 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; Supervisor Mark Hoch; from Dallas Data Systems Jim Arms; and five citizens were in attendance. The Pledge of Allegiance to the American Flag was observed.

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. Joshua Kratzer – Asked for the results of the water sample taken from his property last month when the water was brown in color. Mr. Reichert indicated that this water sample was not tested so there are no results.

There being no changes to the January 12, 2023 minutes, a motion was made by Carmen Italia and seconded by Austin Schaeffer to approve the minutes of the January 12, 2023 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 \$39,017.90; in the REVENUE account \$412,366.67; in the INVESTMENT FUND \$286,667.01. Water Fund: in the OPERATION & MAINTENANCE account the balance is \$2,176.39; in the REVENUE account \$108,802.33; in the INVESTMENT FUND \$255,033.46; and in the PROJECT FUND \$6.18. A motion was made by Carmen Italia 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.

Following is a list of past due accounts: (1) Allisyn Scarola, account #12, \$73.50; (2) Michael R. & Lori Dietrich, account #32, \$121.57; (3) Oley Meadows Apartments, account #49, \$191.12; (4) Oley Meadows Apartments, account #55, \$430.50; (5) Oley Meadows Apartments, account #85, \$220.50; (6) Oley Meadows Apartments, account #86, \$220.50; (7) Oley Meadows Apartments, account #89, \$220.50; (8) Oley Meadows Apartments, account #100, \$392.71 (3<sup>rd</sup> 2022) & \$252.84 (2<sup>nd</sup> 2022); (9) Randal A. & Lori M. Hoch, account #158, \$220.50; (10) Oley East Associates, account #176, \$366.47; (11) Oley East Associates, account #184, \$220.50; (12) Brooke N. Rehrig, account #266, \$244.56; (13) Matthew & Kelli Hoch, account #300, \$220.50; (14) Multani Brothers PA Realty, account #311, \$220.50; (15) Michael W. & Bethany J. Kline, account #318, \$220.50; (16) Brian P. & Traci L. Yorgey, account #344, \$237.92; (17) Alex P. Levanovitch, III, account #364, \$285.55; (18) Timothy M. Kummerer, account #372, \$338.69; (19) Nicholas Pollock, account #378, \$220.50; (20) Kevin S. Mitchell, account #382, \$210.21; (21) Daryl E. Hoch, account #393, \$220.50; (22) Joshua L. Zechman, account #404, \$220.50; (23) Randall A. & Lori M. Hoch, account #408, \$65.59; (24) Matthew J. & Marisa M. Horne, account #468, \$220.50; (25) Thomas L., Sr. & Linda A. Laub, account #504, \$248.47; (26)

MINUTES OF THE FEBRUARY 2, 2023 MEETING CONTINUED

Donna M. Bechtel, account #517, \$120.79; (27) Perry R. Good, Jr., account #566, \$214.37; (28) Mark D. & Denise K. Wagner, account #588, \$444.09; (29) Jennifer L. Essig, account #601, \$220.50; (30) Mark Smolarski, Jr., account #643, \$248.00; (31) Dennis & Wendy Mundy, account #648, \$390.67; (32) Kyle J. Rhoads, account #658, \$366.69; (33) Jesse Weaver & Cynthia DeBellis, account #680, \$413.66; (34) Brenda K. Moyer, account #114, \$521.00 (water already turned off 11/16/22); (35) Ronald S. & Blanche T. Wegman, account #521, \$147.00 (only on public sewer); (36) Michael A. James, account #687, \$5,203.46 (only on public sewer, liens filed through 3-31-22); (37) Marcy Lightbourne, account #712, \$866.36 (only on public sewer, lien filed through 3-31-22); and (38) Brian M. Miller, II & Kaylee A. Wallace, account #734, \$2,324.46 (only on public sewer, liens filed through 6-30-22). Typically the properties would have been posted with water turn-off notices the week prior to the meeting but this posting has not yet occurred due to the billing switchover. Mr. Arms said he has the notices this evening that will need to be posted for the properties that have not yet paid. Mark Hoch asked if we could turn the water off in the winter due to properties that may have automatic feed to their oil burners. Atty. Muir said we never had issues with this in the past that we addressed. Randal Hoch asked if he as the property owner will be notified if the tenant does not pay the bill as he was in the past. Mr. Arms said he would now be able to go on-line and see when and if his tenants would pay the bills. Randal Hoch said for his rental properties the water portion of the bill was received but no sewer bills were received. Shirley Moyer explained how Mr. Hoch's rental property bills are calculated but no one ever consulted her on this during this billing process changeover. Mr. Arms said they were not made aware of these unique billing procedures. Mr. Schaeffer said that Shirley Moyer needs to be included in this billing process changeover. A motion was made by Carmen Italia and seconded by Kim Seidel to authorize our Solicitor to send a lien letter to account number 521 and authorize our Solicitor to file liens on account numbers 687 and 712 for non-payment of sewer bills from 4-1-22 to 9-30-22. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor...motion carried. Action will be tabled until next month to establish the actual date and time that water will be turned off for non-payment of the sewer and/or water past due bills that are listed above.

Michael Eshbach said he performed a data log on the meter for the Friedens Cemetery Company but he could not go back to the second quarter of 2022 to determine what may have occurred in that period as to why they consumed 28,900 gallons and they normally consume less than 1,000 gallons quarterly. They may qualify for a credit of 8,900 gallons based on our excessive water consumption policy, action will be tabled on this until our next meeting.

A report was provided on the operation at the sewer plant during the month. The following was reported: (1) install railing in wet well; and (2) working on Chapter 94 report.

A report was provided on the operation at the water plant during the month. The following was reported: (1) pumped 4,341,000 gallons for the month; (2) repaired water leak in the six inch line near the Gehret farm on Main Street; (3) cut two trees down on Well #1 property; (3) flush two fire hydrants on Rose Virginia Road; (4) flush water line at Well #1; and (5) replaced two defective fire hydrants.

MINUTES OF THE FEBRUARY 2, 2023 MEETING CONTINUED

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, action on this amendment will be tabled; (2) Oley Township could not include Bryer Eshbach on their health insurance plan since he is not an employee of Oley Township, Mr. Eshbach found a family plan with Highmark Gold PPO with a monthly premium of \$1,593.04. A motion was made by Austin Schaeffer and seconded by Kim Seidel to authorize monthly premium payments to Bryer Eshbach in the amount of \$1,593.04 for a Highmark Gold PPO family plan to begin February 1, 2023. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried; (3) Bryer Eshbach presented us with payment confirmation for his health insurance payment through COBRA for January 2023 in the amount of \$2,285.59. A motion was made by Kim Seidel and seconded by Austin Schaeffer to reimburse Bryer Eshbach for the January 2023 health insurance premium in the amount of \$2,285.59. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried; (4) There was discussion of providing Bryer Eshbach with a cell phone, Mr. Eshbach said he would prefer using his personal cell phone rather than having two cell phones, the current cost per cell phone on our plan is \$51.57 per month. A motion was made by Kim Seidel and seconded by Austin Schaeffer to reimburse Bryer Eshbach \$51.57 per month as a cell phone expense. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes. Austin Schaeffer – yes. All in favor....motion carried; (5) The carryover of unused vacation days for Michael Eshbach was tabled from last month, Atty. Muir said this matter will be discussed in executive session; (6) Mr. Italia reviewed the Merchant Agreement with Xpress Bill Pay for credit card payments for the sewer and water bills and this was discussed. A motion was made by Austin Schaeffer and seconded by Kim Seidel to authorize Carmen Italia to execute the Merchant Agreement with Xpress Bill Pay for credit card payments for the sewer and water bills. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried. Mr. Arms said on-line payments can now be made for sewer and water bills, it may take several days until payments can be taken by credit cards. Kevin Bieber questioned why Fleetwood Bank was listed in the original newsletter as to where payments would be accepted. Mr. Arms said the manager of the Oley Office of Fleetwood Bank never got back to Paul Herb to discuss this. Shirley Moyer said she received a call from James Loshnowsky on January 9, 2023 that he had left several messages for Paul Herb the prior week to discuss taking these payments but Mr. Herb never returned his calls.

Finance: Nothing to report.

Wastewater Plant: Nothing to report.

Water Plant: Nothing to report.

MINUTES OF THE FEBRUARY 2, 2023 MEETING CONTINUED

Action on pay application #14 (final) in amount of \$11,356.22 from Blooming Glen Contractors, Inc. had been tabled last month, this is being recommended for payment by Brian Hassinger. Mr. Hassinger said Blooming Glen has agreed to replant grass in areas where it did not come up. Mr. Reichert asked if the eight inch check valve that failed has been repaired. Mr. Hassinger said the problem was diagnosed and the product is still under warranty. Michael Eshbach said he repaired the flapper on the check valve. Mr. Hassinger said Mr. Eshbach also replaced the gas sensor. A motion was made by Carmen Italia and seconded by Kim Seidel to approve Pay Application #14 in amount of \$11,356.22 for Blooming Glen Contractors, Inc. for the Headworks Improvement Project with the understanding that this approval does not effect the Authority's position on the completion of work and the request for a time extension of the project which was not granted. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried.

Mr. Mazur said they are working on the alternative analysis study for the Earl Township sewer project.

Mr. Mazur said a meeting was held with the township road crew on the Main Street Water Main Replacement Project – Phase II and the Oley High School Water Main Loop Project. A motion was made by Kim Seidel and seconded by Austin Schaeffer to authorize advertising for bids for the Main Street Water Main Replacement Phase II Project and the Oley High School Water Main Loop Project with an anticipated notice to award at the April 6, 2023 meeting. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor....motion carried.

There was discussion on the second water storage tank/waterline to Friedensburg Road. Received letter dated January 31, 2023 from Koch & Koch informing us that variances were granted by the Zoning Hearing Board for Section 27-1701.H.1.b (woodland disturbance) and Section 27-1701.D.1 (steep slopes), a written decision will be issued within forty-five days. Mr. Mazur said once the written decision is rendered there is a thirty day appeal period, we should not go out for bid on this project until after this thirty day appeal period has expired. Mr. Mazur said they will attend the February 6, 2023 Planning Commission meeting to seek conditional preliminary plan approval, if this is not granted an extension of the plan review time will be requested beyond the February 26, 2023 deadline.

Mr. Mazur said the new submersible well pump/motor was installed for the Well #3 Improvement Project and start-up is scheduled for February 13, 2023.

Mr. Mazur provided us with information on the sewer and water tapping fee update, the sewer tapping fee could be increased up to \$7,946.51 and the water tapping fee could be increased up to \$7,641.50. It was agreed to review all this information until our next meeting.

Mr. Mazur reported that he has not yet looked for the easement for the Well #1 property.

MINUTES OF THE FEBRUARY 2, 2023 MEETING CONTINUED

Mr. Mazur had nothing new to report on the system-wide Supervisory Control and Data Acquisition (SCADA) upgrade.

There was discussion on the request from Oley Youth Character Building on a reduced rate consideration for sewer and water service. A search was done on the non-profit organizations that would normally consume less than the minimum of 10,000 gallons in a quarter and there are approximately nine that fall into this category. Atty. Muir provided us with information on various court cases in Pennsylvania dealing with this matter and it was determined that we may not offer a discount to our non-profit users but can possibly create separate classifications for non-profit and for-profit users and then charge them different rates if a legitimate explanation supports it. Mr. Reichert explained that the minimum rate is designed to cover the Authority's fixed costs. Mr. Seidel, a representative of the Oley Youth Character Building, said he understands this reasoning.

It was suggested to obtain Request for Proposals for lab services. Bryer Eshbach said we currently use Suburban Water Testing Labs and he is not satisfied with their services, they have missed performing some nitrate samples, he did receive a proposal from M.J. Reider Associates but did not reach out to Suburban Water Testing Labs for a proposal. Mr. Reichert suggested to obtain proposals for lab services for our next meeting.

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

Michael A. Eshbach	---	3,532.85
Paul A. Herb	---	1,475.49
Bryer M. Eshbach	---	2,308.45
Michael A. Eshbach	---	2,630.75
Paul A. Herb	---	1,363.94
NCR Payroll	---	31.60
NCR Payroll	---	2,540.56
NCR Payroll	---	98.00
NCR Payroll	---	256.45
NCR Payroll	---	31.60
NCR Payroll	---	2,905.26
Met-Ed	---	1,884.00
Windstream Conestoga, Inc.	---	316.80
American Bankers Insurance Co.	---	1,340.00
Cardmember Service	---	480.77
Chemtech International	---	3,036.00
Z-Weldco	---	1,049.70
Delaware County Solid Waste Auth.	---	1,200.00
Denali Water Solutions, LLC	---	237.12
Suburban Water Testing Labs	---	1,192.00

MINUTES OF THE FEBRUARY 2, 2023 MEETING CONTINUED

Spotts, Stevens & McCoy, Inc.	---	560.25
Entech Engineering, Inc.	---	3,183.75
Verizon Wireless	---	103.14
Oley Township	---	179.67
Cardmember Service	---	758.51
Ridge Support Technologies	---	120.95
Dallas Data Systems, Inc.	---	2,400.00
Blooming Glen Contractors	---	<u>11,356.22</u>
<b>TOTAL SEWER BILLS</b>	---	<b>\$46,573.83</b>

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

Met-Ed	---	\$ 832.47
Cardmember Service	---	180.32
Acoterra, LLC	---	1,885.00
Daniel Smaglinski	---	1,472.50
M&A Excavating, LLC	---	1,770.00
Exeter Supply Company, Inc.	---	10,071.89
Suburban Water Testing Labs	---	164.00
Spotts, Stevens & McCoy, Inc.	---	108.00
Entech Engineering, Inc.	---	13,226.81
Bryer M. Eshbach	---	<u>2,285.59</u>
<b>TOTAL WATER BILLS</b>	---	<b>\$31,996.58</b>

A motion was made by Carmen Italia and seconded by Kim Seidel 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 January 31<sup>st</sup> -

<u>897</u>	Sewer tapping fees paid to date
<u>43</u>	Number of unpaid rental bills of 10-31-22
<u>\$5,220.56</u>	Total of unpaid rental bills of 10-31-22
<u>5</u>	Number of unpaid rental bills of 7-31-22
<u>\$938.00</u>	Total of unpaid rental bills of 7-31-22
<u>3</u>	Number of unpaid rental bills of 4-30-22
<u>\$544.46</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

MINUTES OF THE FEBRUARY 2, 2023 MEETING CONTINUED

<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 January 31<sup>st</sup> –

<u>810</u>	Water connections to date
<u>35</u>	Number of unpaid rental bills of 10-31-22
<u>\$2,240.59</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

The following public comment was heard:

1. Kevin Bieber – When will the Authority be notifying the customers of the water rate increase that went into effect January 1, 2023. Mr. Reichert said this was overlooked, a note will be put on the next billing in April 2023.

MINUTES OF THE FEBRUARY 2, 2023 MEETING CONTINUED

2. Mark Hoch – He asked that the Authority keeps the Township Road Superintendent, Duane Howard, involved in the water line replacement project on Main Street since there may be things he is aware of that the Authority may not know. Kevin Bieber said there will need to be more communication on this section of Main Street since there are more businesses, the Fire Company, and fairground events. Mr. Hoch asked when the project is expected to be complete with the water line replacement. Mr. Mazur said the Authority's plan is to have the water line replacement complete by the end of July so that the township can pave the roadway prior to the start of school.

3. Bryer Eshbach – Asked if Well #3 should be run for a period of time prior to using water from this location. Mr. Mazur said he should check with Paul Herb and Michael Eshbach on this question. Michael Eshbach said the water will be tested prior to putting this well back in service.

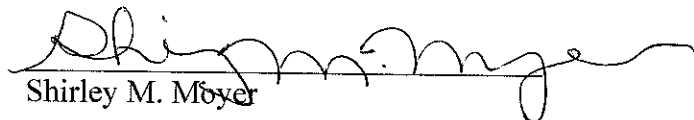
4. Kim Seidel – Asked if we have operating procedures that have to be followed for a water boil advisory. Michael Eshbach said the operating procedures are at the sewer plant. Mr. Mazur said Department of Environmental Protection has a packet of various public notification forms to be used if needed.

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

A motion was made by Carmen Italia and seconded by Kim Seidel to retire to executive session at 8:46 p.m. relative to personnel. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor...motion carried. A motion was made by Carmen Italia and seconded by Austin Schaeffer to reconvene the meeting at 9:26 p.m. Amandus Reichert – yes; Kim Seidel – yes; Carmen Italia – yes; Austin Schaeffer – yes. All in favor...motion carried.

There being no further business, a motion was made by Carmen Italia and seconded by Austin Schaeffer to adjourn the meeting at 9:27 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