

MINUTES OF THE OLEY TOWNSHIP MUNICIPAL AUTHORITY
MEETING HELD DECEMBER 7, 2023

The regular meeting was called to order at 7:00 p.m. in the Oley Township Municipal Building by Paul Herb with the following board members in attendance....Amandus Reichert and Kevin Bieber. Also, from Entech Engineering Kim Mazur; Solicitor John Muir; Supervisor Mark Hoch; sewer plant operator Bryer Eshbach; and three 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 twenty-four hours prior to the start of the meeting. No public comment was heard on any of the listed agenda items.

Action will be tabled on the minutes of the November 2, 2023 meeting since not enough members were present from that meeting to approve the minutes. There being no changes to the November 16, 2023 minutes, a motion was made by Kevin Bieber and seconded by Amandus Reichert to approve the minutes of the November 16, 2023 meeting as presented. Paul Herb – yes; Amandus Reichert – yes; Kevin Bieber - yes. All in favor....motion carried.

The treasurers report was presented for the month. Sewer Fund: in the OPERATION & MAINTENANCE account the balance is \$33,766.91; in the REVENUE account \$531,160.46; and in the INVESTMENT FUND \$295,647.27. Water Fund: in the OPERATION & MAINTENANCE account the balance is \$1,638.69; in the REVENUE account \$95,747.56; in the INVESTMENT FUND \$212,441.24; and in the PROJECT FUND \$20.75. A motion was made by Amandus Reichert and seconded by Kevin Bieber to approve and accept the treasurers report as presented. Paul Herb – yes; Amandus Reichert – yes; Kevin Bieber – yes. All in favor....motion carried.

A report was provided on the operation at the sewer plant during the month. The following was reported: (1) repaired and flushed heater; (2) WBA worked on PLC; and (3) cleaned CL2 contact tank.

A report was provided on the operation at the water plant during the month. The following was reported: (1) pumped 2,854,420 gallons for the month; (2) insulated roof at pump house #3; (3) replaced heater at well house #2; (4) prepared all well houses for DEP inspection; and (5) Mr. Eshbach provided a copy of the water supply inspection report from DEP that was performed on December 6, 2023.

Incoming communications:

1. Letter dated November 17, 2023 from Oley Township submitting the Toll Bell III Subdivision Preliminary Plan, plan number D-23-112, dated November 14, 2023, for our review. Mr. Mazur said these two lots would be required to have meter pits installed for the water service. This plan was given to Mr. Mazur this evening for him to perform a review and provide comments until our next meeting.

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Committee reports:

Administrative: (1) Atty. Muir presented us with an amendment to our Rates, Rules & Regulations to include a policy to issue credits for excessive water consumption due to leakage and he explained the language in this resolution. A motion was made by Amandus Reichert and seconded by Kevin Bieber to adopt a resolution amending the Oley Township Municipal Authority's water and sewer service rates, rules and regulations related to accidental high-water consumption. Paul Herb – yes; Amandus Reichert – yes; Kevin Bieber – yes. All in favor....motion carried. (2) Bryer Eshbach's estimated monthly health insurance premium will be \$1,806.18 beginning January 2024, currently the monthly premium is \$1,631.04. Mr. Bieber feels we need to consider putting a cap on the health insurance reimbursement, this is approximately \$2,100 additional expense for the Water Fund that we have not budgeted for in 2024. A motion was made by Kevin Bieber and seconded by Amandus Reichert to authorize monthly health insurance premium payments to Bryer Eshbach in the amount of \$1,806.18 for a Highmark Gold PPO family plan with the understanding that the Administrative Committee will review this matter and may consider recommending a cap on the monthly health insurance reimbursement for 2025. Paul Herb – yes; Amandus Reichert – yes; Kevin Bieber – yes. All in favor....motion carried.

Finance: (1) A motion was made by Amandus Reichert and seconded by Kevin Bieber to adopt the 2024 budget for the Sewer System in the amount of \$1,524,790 and the 2024 budget for the Water System in the amount of \$2,544,470. Paul Herb – yes; Amandus Reichert – yes; Kevin Bieber – yes. All in favor....motion carried. (2) It was suggested to open a separate bank account to have the credit card payments and xpress bill pay payments put into rather than intermingling these payments in the Water Revenue account. A motion was made by Kevin Bieber and seconded by Amandus Reichert to authorize opening a "bank clearing account" to deposit credit card payments and xpress bill pay payments into. Paul Herb – yes; Amandus Reichert – yes; Kevin Bieber – yes. All in favor....motion carried.

Wastewater Plant: Nothing to report.

Water Plant: Nothing to report.

Mr. Mazur suggested to set up a meeting with the Oley Township Board of Supervisors to present the Earl Township alternative analysis study to them prior to presenting this to Earl Township.

Mr. Mazur said the Oley Valley School District will be invoiced for \$24,132.00 for the second water service and additional valve that was installed on their property. Received letter dated December 5, 2023 from Entech Engineering recommending approval of Pay Application #4 (final) in amount of \$182,645.33 to N. Abbonizio Contractors, Inc. for the Main Street Water Main Replacement Project – Phase 2. Received quote from Y.E.S. Contracting, LLC in amount

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of \$650.00 for materials and repairs for cement splashed on doors and porch pillars by contractor at 494 Main Street. Mr. Mazur would suggest that we withhold the \$650.00 from the contractors final payment. A motion was made by Kevin Bieber and seconded by Amandus Reichert to approve Pay Application #4 (final) in amount of \$181,995.33 (which is less the \$650.00 for the concrete splash repairs for property at 494 Main Street) for N. Abbonizio Contractors, Inc. for the Main Street Water Main Replacement Project – Phase II, subject to receiving the bond and closeout documents to the satisfaction of our Engineer. Paul Herb – yes; Amandus Reichert – yes; Kevin Bieber – yes. All in favor....motion carried.

Mr. Mazur said there is nothing new to report on the Hoshall and Rettew easements for the new proposed water storage tank. Mr. Mazur said he is waiting for the final costs from Met-Ed to move the electric pole from the Walker property into the road right-of-way, he estimates this cost to be between \$20,000 to \$25,000. The standby loan Line of Credit application for Truist Bank is being completed with all the requested information which the Authority needs for the financial security for the improvements of the Oley Township Municipal Authority New Water Storage Tank Land Development. A motion was made by Amandus Reichert and seconded by Kevin Bieber to authorize the Chairman to execute the standby loan Line of Credit application for Truist Bank for the financial security for the improvements of the Oley Township Municipal Authority New Water Storage Tank Land Development. Paul Herb – yes; Amandus Reichert – yes; Kevin Bieber – yes. All in favor....motion carried.

Mr. Mazur will need to gather information in order to begin the lead service line inventory.

Mr. Bieber asked if the water line improvements performed at the Oley Valley High School would have improved water pressure in the areas of St. Paulia Lane and Lupine Lane. Mr. Mazur said the new water main will not change the water pressure, it changes the way the water flows and moves so that there will be no dead ends or stagnant water.

Atty. Muir presented us with a letter dated December 7, 2023 from Kozloff Stoudt informing us that the firm will be resigning at the conclusion of the December Authority meeting, they will cooperate in transitioning any legal files to the new Solicitor.

Mr. Bieber said the Request For Proposals for legal services for the Authority have been mailed to various municipal law firms with a due date of December 20, 2023, these proposals will be reviewed at our next meeting.

Mr. Bieber and Kim Seidel met with Dallas Data Systems regarding the sewer and water billing process and some recommended changes will be proposed next month.

Mr. Reichert asked if the door at the sewer plant was replaced with the correct door yet. Mr. Eshbach said the door is still being built.

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

Michael A. Eshbach	---	3,562.21
Paul A. Herb	---	335.10
Bryer M. Eshbach	---	2,355.01
Shirley M. Moyer	---	1,963.50
Michael A. Eshbach	---	2,337.92
Paul A. Herb	---	171.27
Bryer M. Eshbach	---	2,240.24
Shirley M. Moyer	---	2.00
Infinisource, Inc.	---	4,020.61
Infinisource, Inc.	---	46.15
Infinisource, Inc.	---	2,062.36
Infinisource, Inc.	---	46.15
Met-Ed	---	1,471.47
Windstream Conestoga, Inc.	---	338.57
Delaware County Solid Waste Auth.	---	1,299.75
Denali Water Solutions, LLC	---	1,610.00
M.J. Reider Associates, Inc.	---	1,089.80
American Bankers Insurance Co.	---	1,456.00
Truist Governmental Finance	---	35,430.56
Verizon Wireless	---	143.33
Oley Township	---	225.12
Cardmember Service	---	305.00
Shirley M. Moyer	---	6.36
Office Service Company	---	153.72
Ridge Support Technologies	---	410.95
Dallas Data Systems, Inc.	---	2,417.00
Entech Engineering, Inc.	---	2,027.88
Eastern Alliance Insurance Group	---	<u>1,834.00</u>
TOTAL SEWER BILLS	---	\$69,362.03

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

Met-Ed	---	\$ 667.22
Bryer M. Eshbach	---	51.57
Bryer M. Eshbach	---	1,631.04
Cardmember Service	---	2,673.70
Graber Letterin', Inc.	---	380.00
Reading Foundry & Supply Co.	---	348.92
US Electrical Services, Inc.	---	299.80

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M.J. Reider Associates, Inc.	---	200.00
Entech Engineering, Inc.,	---	3,491.37
Kozloff Stoudt	---	1,311.00
Glenn C. Levan	---	200.00
N. Abbonizio Contractors, Inc.	---	<u>181,995.33</u>
TOTAL WATER BILLS	—	\$193,249.95

Mr. Bieber questioned a \$350 newsletter scrap job fee on the Dallas Data Systems invoice and was told by Jim Arms that something was missed in the newsletter and it had to be redone and reprinted. Mr. Herb said nothing was missing but it came up at the last minute about the lead service line inventory which needed to be included. Mr. Bieber said on the Entech Engineering invoice there were two separate charges on the same day for preparing the newsletter with the lead service line inventory, he questions whether this is correct. Mr. Mazur will review this invoice and provide a credit if we were billed twice for the same thing. Mr. Bieber said two portable electric pancake compressors were purchased. Mr. Eshbach said they were needed for the pump houses. Mr. Bieber said signs for wellhouse identification as requested by DEP were ordered from Graber Letterin' prior to the DEP inspection. Mr. Eshbach said this was listed on the 2019 DEP inspection report but had never been addressed. A motion was made by Kevin Bieber and seconded by Amandus Reichert to approve the above bills for the sewer and water systems as presented with the understanding that Entech Engineering will investigate the charges relating to the newsletter preparation and issue a credit if determined that the service was billed for twice. Paul Herb – yes; Amandus Reichert – yes; Kevin Bieber - yes. All in favor....motion carried.

The following sewer report was given as of November 30th -

<u>898</u>	Sewer tapping fees paid to date
<u>217</u>	Number of unpaid rental bills of 10-31-23
<u>\$39,595.27</u>	Total of unpaid rental bills of 10-31-23
<u>14</u>	Number of unpaid rental bills of 7-31-23
<u>\$1,074.43</u>	Total of unpaid rental bills of 7-31-23
<u>4</u>	Number of unpaid rental bills of 4-30-23
<u>\$880.74</u>	Total of unpaid rental bills of 4-30-23
<u>4</u>	Number of unpaid rental bills of 1-31-23
<u>\$812.54</u>	Total of unpaid rental bills of 1-31-23
<u>2</u>	Number of unpaid rental bills of 10-31-22
<u>\$379.54</u>	Total of unpaid rental bills of 10-31-22
<u>2</u>	Number of unpaid rental bills of 7-31-22
<u>\$405.16</u>	Total of unpaid rental bills of 7-31-22
<u>2</u>	Number of unpaid rental bills of 4-30-22

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<u>\$404.46</u>	Total of unpaid rental bills of 4-30-22
<u>2</u>	Number of unpaid rental bills of 1-31-22
<u>\$430.22</u>	Total of unpaid rental bills of 1-31-22
<u>2</u>	Number of unpaid rental bills of 10-31-21
<u>\$355.85</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 November 30th –

<u>811</u>	Water connections to date
<u>198</u>	Number of unpaid rental bills of 10-31-23
<u>\$29,661.44</u>	Total of unpaid rental bills of 10-31-23
<u>10</u>	Number of unpaid rental bills of 7-31-23
<u>\$173.73</u>	Total of unpaid rental bills of 7-31-23

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Public comment:

1. Dena Kauffman – Asked when they would receive the engineers review letter on the Toll Bell III Subdivision plan. Mr. Mazur said he will send this review letter by January 2, 2024.

2. Bryer Eshbach – Would like to have the SCADA updates completed. Mr. Mazur will contact WBA Automation Division to obtain an updated proposal on this project.

3. Joshua Kratzer – Asked when the water storage tank project will begin. Mr. Mazur said this project is currently on hold until we resolve the two easements that are needed and the electric service.

The next regular meeting will be held Thursday, January 11, 2024 at 7:00 P.M.

There being no further business, a motion was made by Amandus Reichert and seconded by Kevin Bieber to adjourn the meeting at 7:55 p.m. Paul Herb – yes; Amandus Reichert – yes; Kevin Bieber - yes. All in favor...motion carried.

Respectfully submitted,

Shirley M. Moyer

cc: P. Herb
A. Reichert
K. Seidel
A. Schaeffer

K. Bieber
J. Muir
K. Mazur