

MUHLENBERG TOWNSHIP AUTHORITY
MINUTES OF A REGULAR MEETING OF THE BOARD

A regular meeting of the Board of Muhlenberg Township Authority, Water and Sewer Projects, was held on Thursday, April 10, 2025, beginning at 7:00 p.m., at 210 George Street, Reading, Muhlenberg Township, Berks County, Pennsylvania, pursuant to notice both advertised and posted according to law.

The following members of the Board were present:

Jim Kelly
Walt LaSota
Steve Wolfinger
Rick Hoffmaster
Rick Mountz

In attendance were Authority General Manager Timothy Feltenberger; Director of Operations, Nathan Roush; Thomas A. Rothermel, of counsel; Jamie Lorah, PE, of Spotts, Stevens and McCoy (SSM), consulting engineer to the Authority; and Scott Boehret of Transcend Business Advisors, Authority controller consultant. Also present were members of the public, Michael Gentile and Angelina Gentile.

The meeting was called to order at 7:00 p.m. by Chairman Kelly. Mr. Kelly announced that the Board had met in an executive session immediately prior to this meeting to discuss matters involving personnel, real estate, and litigation.

Mr. Hoffmaster made a Motion to approve the Minutes of the previous regular meeting of the Board held on March 6, 2025. That Motion was seconded by Mr. LaSota and passed unanimously.

Engineering bills for the preceding month were reviewed. Mr. Hoffmaster made a Motion to approve the engineering bills for payment. That Motion was seconded by Mr. Mountz and unanimously adopted.

The accounts payable for both the water and sewer departments for the preceding month had been distributed prior to the meeting, a full listing of which has been appended to these Minutes. Mr. LaSota made a Motion to approve payment of the accounts payable for both the water and sewer departments, as presented. That Motion was seconded by Mr. Mountz and unanimously adopted.

There was no comment under the first public portion.

Mr. Feltenberger presented the Operations Report for the preceding month, a full copy of which has been appended to these Minutes. The crew completed miscellaneous work orders such as cleaning out and straightening curb boxes, as well as performing ongoing leak detection throughout the distribution system. In addition, curb stops were cut in at

3036 Maple Avenue and 3333 Reading Crest Avenue. The vac truck was utilized for several different tasks including cleaning and vacuuming lift stations, jetting trunk lines, and vacuuming hydrant valve boxes in conjunction with the ongoing hydrant replacement project. The crew also participated in leak detection and line detection training, utilizing the Authority's new equipment. Mr. Feltenberger confirmed that there were no main breaks to report in the past month. Lastly, sewer laterals were cleaned and checked, including ten (10) customer owned lines, nine (9) traps, and one (1) MTA-owned lateral. The Operations Report then concluded.

Under the Engineer's Report, Ms. Lorah of SSM provided a formal report of the Authority's consulting engineer for work completed March 7, 2025 through April 3, 2025. Ms. Lorah referenced a nine (9) page report that SSM circulated to the Board in advance of the meeting. The report provides a narrative of the status of each of the projects of the Authority on which SSM is currently engaged.

With regard to the Laurelee Avenue water main replacement, the contractor, Anrich, Inc., submitted Payment Application No. 1 for the water main installation and service line reconnection work, totaling \$336,094.16. The Payment Application included Change Order No. 1 totaling \$26,486.16, which arose out of water line marking errors, inclusion of a second hydrant, and additional system improvements requested by Authority staff. Payment Application No. 1, inclusive of Change Order No. 1, was unanimously approved in the amount stated, on Motion of Mr. LaSota, seconded by Mr. Hoffmaster. Mr. Feltenberger confirmed that final paving work on Laurelee Avenue was scheduled to be completed by the Township.

With regard to the 2025 PA Small Water and Sewer Grant program, Ms. Lorah advised that one application was prepared for submission involving the Alsace Road water main replacement project. The total project cost is estimated to be \$709,376.25. Mr. Hoffmaster made a Motion to approve a Resolution authorizing submission of the grant application for the stated project. Mr. Mountz seconded the Motion. The Motion passed unanimously. SSM will submit the grant application by the end of this month.

Regarding regulatory compliance, Ms. Lorah reported on those improvements currently underway and those scheduled to be performed at various well sites. Of note, Wexcon recently completed scheduled improvements at Well No. 1. The Authority will now proceed to relocate the chlorine analyzer at that Well site. The next scheduled project involves certain improvements at Well Nos. 8/9, which are estimated to take approximately six months to complete. Mr. LaSota questioned when all compliance issues would be finalized. In response, Ms. Lorah indicated that all well-related issues, and those immediate needs at storage tank sites, are expected to be completed by the end of this year. Once such work has been completed, SSM and Authority Management will engage with PA DEP to request a final inspection.

Ms. Lorah reported that the Annual Chapter 110 Report and the DRBC Water Audit were completed and timely submitted this past month.

Regarding miscellaneous 2025 capital projects, Ms. Lorah reported that a majority of the twenty-five new or replacement fire hydrants had been installed. Mr. Feltenberger additionally remarked that the Authority is vigilant with respect to identification, repair, and replacement of any out-of-service hydrants.

There being no further active projects on which to report, and no additional questions posed by the Board, Ms. Lorah's report to the Board concluded. Mr. Wolfinger made a Motion to accept the Engineer's Report as presented. That Motion was seconded by Mr. LaSota and unanimously approved.

Under the Solicitor's Report, Mr. Rothermel advised that he was working with Mr. Feltenberger to address accessibility issues regarding the Mannerchor Tank. Further updates are expected at the May 2025 Board meeting. No questions were posed to Mr. Rothermel. The Solicitor's Report was approved by Motion of Mr. Hoffmaster, seconded by Mr. LaSota and unanimously approved.

The Treasurer's Report was presented by Mr. Boehret, a copy of which is appended to these Minutes. The water division realized a net loss of \$173,458 over the past month; the sewer division realized a net gain over the past month of \$821,440. Regarding the sewer escrow account, total interest this past month yielded \$41,076; total interest earned in the sewer operating accounts and certificates of deposit yielded \$110,428. Mr. Hoffmaster made a Motion to approve the Treasurer's Report as presented. That Motion was seconded by Mr. LaSota and unanimously adopted.

Under New Business, Mr. LaSota made a motion to authorize a monetary contribution of \$1,000.00 to the Muhlenberg Fire & Rescue for purposes of supporting a first responders' night out at the Reading Phillies on July 3, 2025. That Motion was seconded by Mr. Hoffmaster and unanimously approved. Mr. Feltenberger advised that he was planning certain enhancements to the Authority website, including added content and photographs. Regarding the maintenance building and garage, Mr. Feltenberger solicited a proposal from Witman's Cleaning Service, LLC for bi-weekly cleaning services. Currently, two crewmembers perform this task over the course of one day. The proposal totals \$280, which would be charged every two weeks. Mr. LaSota made a Motion to approve the proposal, subject to Solicitor review of the contract. Mr. Hoffmaster seconded that Motion. The Motion passed unanimously.

Ms. Lorah advised that DEP issued permits for the Laurel Creek water line and sewer line repair work. SSM has already completed the plans and specifications for the project. It is now ready for bid. Mr. LaSota made a Motion to authorize SSM to advertise the project for bid. That Motion was seconded by Mr. Hoffmaster and unanimously approved.

Mr. Roush confirmed that Albarell Electric, Inc., a Costars vendor, is scheduled to perform motor and pump repairs at the Laurel Run Pump Station next week. Albarell is also scheduled to perform demolition and rehabilitation work of the entire electrical system at the pump station, which is estimated to require a two-month rental of a transfer switch at

a cost of \$2,000.00. Approval of the proposal of Albarell Electric, Inc. totaling \$49,250.00 for motor/pump repairs, and the proposal totaling \$88,115.00 for electrical rehabilitation of the pump station, inclusive of the transfer switch rental costs, was ratified on Motion of Mr. Wolfinger, seconded by Mr. Mountz, and unanimously approved.

Ms. Lorah updated the Board with respect to the proposed interconnection with Maiden Creek Township Authority. A Docket Amendment was submitted to DRBC approximately six weeks ago. The DRBC may take upwards of nine months to review the Docket Amendment. The response of DRBC will likely be determinative in terms of whether and to what extent this proposed project remains viable. Pending DRBC review, SSM could proceed with survey work at a projected cost of approximately \$35,000. Permitting could also be started, which takes approximately six to twelve months to prepare, and another six months for DEP to review. Overall, SSM estimates a total cost of approximately \$150,000 to get through the surveying and permitting phases. Ms. Lorah recommended that the Board at least authorize surveying work to ascertain the planned route, which may lead to further discussions and potential alternatives. After discussion, the Board directed Ms. Lorah to work in conjunction with Authority Management to begin work on a preliminary survey.

Mr. Feltenberger advised that a National Night Out is scheduled for August 5, 2025. The MTA will participate in this event again this year.

Regarding the lead service line inventory, Mr. Feltenberger advised that he would provide updated totals for the Board at the May meeting. Mr. Feltenberger did advise, however, that in recognition of MTA's comprehensive procedure and lead inventory service program, DEP engaged the MTA to participate as a stakeholder in a trial run of its software that was developed to track service line reporting throughout the Commonwealth.

With regard to property maintenance, Mr. Roush reported that he formulated a job description for a part-time, seasonal employee tasked to maintain the grounds at facilities owned by the MTA. Further discussion is anticipated at the May Board meeting.

Mr. Roush recommended that in conjunction with rehabilitation work currently scheduled for completion at the Laurel Run Pump Station, the Board consider installation of a motor control center (MCC) and level controls to enhance efficiency of the pump station motors. This new equipment would be integrated into the SCADA system. After discussion, SSM was directed to formulate specifications and secure proposals for installation of an MCC and level controls.


Mr. Feltenberger advised that Fraser provided a proposal to upgrade the Authority's copiers and printers. The new lease has reduced monthly costs, and will include a service contract that covers all parts and labor.

There was no comment under the second public portion.

Under Member and Staff Comments, Mr. Hoffmaster suggested that the Board consider holding a future meeting at an outdoor facility. The suggestion was made to further engage with the public so that there is more awareness regarding the critical services the MTA provides. Chairman Kelly expressed a desire to move forward with all options with respect to sourcing more water reserves, which would include, in part, the quarry, Maiden Creek interconnection, and well sites. In so doing, he indicated that the Authority must be mindful of its financial condition, as projects of that nature carry significant cost. Mr. Wolfinger noted that with union negotiations ongoing, the Authority must also be mindful of the Authority's administrative staff, who perform valuable service to the operations of the MTA. Mr. Wolfinger requested a renewed focus on vent cap issues as a means of reducing inflow and infiltration. Mr. Wolfinger also brought to the attention of the Board an issue regarding a \$50.00 service fee charged to a customer resulting from identity theft. After discussion, the Board was in agreement to refund the customer the service fee charge. Lastly, Chairman Kelly noted that the Authority's leak detection percentage is too high. He advised that in general, a non-revenue water (NRW) percentage, which includes water lost due to leaks, is typically estimated to be in the range of 20%. The Authority's NRW is estimated to be in the range of 40%. He directed Management and SSM to formulate a plan to address this issue.

There being no further business of the Board, the meeting was adjourned at 7:50 p.m. on Motion of Mr. Hoffmaster, seconded by Mr. LaSota, and unanimously approved.

The next regular meeting of the Board of the Muhlenberg Township Authority will be held at 7:00 p.m. on Thursday, May 8, 2025, at the main meeting room of the Muhlenberg Township Administration Building, 210 George Street, Reading, Muhlenberg Township, Berks County, Pennsylvania 19605.


Secretary

Title: 