

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, August 14, 2025, beginning at 7:00 p.m., at 210 George Street, Reading, Muhlenberg Township, Berks County, Pennsylvania, 19605, pursuant to notice both advertised and posted according to law.

The following members of the Board were present:

Jim Kelly
Walt LaSota
Rick Hoffmaster
Rick Mountz
Steve Wolfinger

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. Diane Jones, a member of the public, was also present.

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

Mr. Hoffmaster made a Motion to approve the Minutes of the previous regular meeting of the Board held on July 10, 2025. That Motion was seconded by Mr. Mountz and passed unanimously.

Engineering bills for the preceding month were reviewed. Mr. LaSota 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. Mountz 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. Wolfinger and unanimously adopted.

Under the first public comment portion, Ms. Jones, a cybersecurity professional and resident of Temple, presented to the Board. Given her professional background, Ms. Jones briefly informed the Board of the prevalent danger and nature of cyberattacks facing municipal water systems nationwide. In response, Management provided Ms. Jones with an overview of the Authority's existing security measures, procedures and planning with respect to preparation for and combatting of, such vulnerabilities. The

Board welcomed the comments of Ms. Jones and invited her to further engage the Board with respect to this issue.

Mr. Feltenberger presented the Operations Report for the preceding month, a full copy of which has been appended to these Minutes. The crew completed five (5) service renewals throughout the Township. A 6" water main was repaired at 4029 Sefranka Road. Ongoing work was performed at the Laurel Run sewer station with respect to start-up of the serviced pumps. The project to install Storz fittings on all fire hydrants was completed, for which the Authority received reimbursement in the amount of \$119,000 from grant funding. Management advised that crewmember hours for such work would be tallied and submitted for additional grant fund reimbursement. Crewmembers also blew off Well No. 1 and collected requisite sampling for testing. Mr. Feltenberger further advised that Well No. 1 is now connected to the SCADA system, but integration is still needed. A hydrant at the Fairgrounds Mall was repaired – the cause of the damage is currently unknown. Crews also repaired an air line issue at the College Heights station. Mr. Roush advised that several crewmembers attended the Berks County Water and Sewer Conference on July 30, 2025. Feedback from those in attendance was overwhelmingly positive. Mr. Feltenberger reported that sewer laterals were cleaned and checked, including four (4) customer owned lines, ten (10) traps, and two (2) Authority owned lines. Lastly, Mr. Feltenberger reported that leak detection was ongoing, with improved results following recent training. 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 July 4, 2025 through July 31, 2025. Ms. Lorah referenced an eleven (11) 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 work on the water line in Laurel Run Creek, Ms. Lorah reported that in June 2025, the water line was capped, 120 linear feet of water line was removed within the stream bed, and the creek bed was regraded. To complete the project, a new manhole with encased pipe was needed to protect the structure in the creek bed. The contractor, JNS Paving and Excavating Corp., submitted Change Order #1 for that added work, at a total cost of \$9,600.00. Mr. Wolfinger made a Motion to approve Change Order #1 in the amount stated. Mr. Mountz seconded that Motion. The Motion passed unanimously.

Ms. Lorah reported that plans were recently submitted to PennDOT for the Reading Blue Mountain Railroad water main relocation project. A preliminary cost opinion was also prepared for purposes of determining the Authority's requisite 25% cost-sharing, totaling \$34,222.56.

With regard to the Mannerchor tank access project, Ms. Lorah confirmed that plans and bid documents for site grading, stormwater and erosion and sediment control (E&SC) design were completed. This project will go out for bid in the next few weeks, with bid opening anticipated in early September 2025.

With regard to the proposed interconnection with Maidencreek Township Authority, Ms. Lorah advised that a new, secondary route was investigated for the transmission line. Overall, the prior estimated budgeted cost was in the range of \$5M, but that figure may require revision based on cost of materials and other factors. Regarding the desire for increased water capacity that prompted exploration of the proposed interconnection, Mr. Roush indicated that he was soliciting proposals from contractors who would inspect the Authority's existing wells to ascertain whether and to what extent improvements could be made to maximize capacity. Mr. Roush anticipates presenting the Board with proposals for such work at the September meeting.

Ms. Lorah confirmed that a new LSA grant opportunity was available for 2025 for projects in the range of between \$25,000 to \$1 Million. With grant submittals due November 30, 2025, Ms. Lorah requested that proposed projects be identified no later than the September Board meeting.

Regarding miscellaneous 2025 capital projects, Ms. Lorah reported that pump station work at the Eagles Landing and Crossroads pump stations is planned to begin in September 2025. The contractor, JNS Paving and Excavating Corp., submitted Change Order #2 in the amount of \$41,200.00 for installation of a new 72" dog house manhole, which is needed to bypass the station while improvements are being made. Ms. Lorah confirmed that the manhole will be located on Authority property. Mr. LaSota made a Motion to approve Change Order #2 in the amount stated. That Motion was seconded by Mr. Mountz and unanimously approved.

With regard to PFAS sampling, Ms. Lorah reported that Sentinel submitted a proposal for pilot testing at Well Nos. 6, 8, 9, and 13, the total approximate cost of which is \$250,000. The total cost includes equipment rental, testing, and reporting. The pilot testing program would last approximately 9 – 12 months. The results of the pilot program testing will provide the Authority with guidance with respect to what form of remediation, if any, may be indicated. Ms. Lorah confirmed that the current prescribed deadline for treatment of any affected water source is not until 2031. Mr. Roush advised that he requested Sentinel to provide a lease purchase option for the equipment, considering the cost of rental. Mr. Roush will report on an updated proposal from Sentinel at the September Board meeting.

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. Hoffmaster made a Motion to accept the Engineer's Report as presented. That Motion was seconded by Mr. LaSota and unanimously approved.

Mr. Rothermel presented the Solicitor's Report. With regard to the construction project undertaken by the Muhlenberg School District, Mr. Rothermel advised that a meeting with representatives of the School District and Laureldale was scheduled for August 25, 2025. At that meeting, the nature and extent of water and sewer improvements involving both the Township and Laureldale Borough would be reviewed and clarified. Thereafter, the improvements agreement with the School District will be finalized.

With respect to the PennDOT/Reading Blue Mountain Railroad water main relocation project discussed earlier, Mr. Wolfinger made a Motion to pass Resolution No. 2025-3, confirming the Authority's 25% cost-sharing allocation with PennDOT, with authorization of the Chairman and Secretary to execute all documents in connection therewith. That Motion was seconded by Mr. Hoffmaster and unanimously adopted.

No further questions were posed to Mr. Rothermel. The report of the Solicitor was unanimously approved, on Motion of Mr. LaSota, seconded by Mr. Mountz.

The Treasurer's Report was presented by Mr. Boehret, a copy of which is appended to these Minutes. The water division realized a net decrease of \$629,969.00 in July, largely attributable to capital project expenditures. Total interest earned over the past month, across both operating and certificates of deposit, was \$27,958.00. The sewer division realized a net loss compared to the prior month in the amount of \$1,640,429.00, which is largely due to transfer of funds to the sewer escrow account. In July, interest earned in the sewer division operating and certificate of deposit accounts totaled \$118,706.00. Total interest earned in the sewer escrow account this past month yielded \$42,866.00.

On the recommendation of Mr. Boehret, Mr. Hoffmaster made a motion to authorize the transfer of \$2.4M from the checking escrow account to PLGIT. The transfer should realize added interest of approximately \$1,000 per month. That Motion was seconded by Mr. LaSota and unanimously approved.

Mr. Boehret additionally recommended that the Authority contribute \$226,808.00 to the pension fund, split equally from the sewer and water division accounts. The added pension funds will bring the pension account into compliance. Board discussion ensued. The consensus of the Board was to ensure that employees are regularly educated about the benefit of retaining funds in the pension fund upon retirement as opposed to cash withdrawal. Historically, the Authority has maintained a satisfactory rating, however, a recent influx of retirees has stressed the fund. To that end, Management will arrange for Conrad Siegel to conduct annual site visits to speak to all employees. Mr. Wolfinger made a Motion to authorize transfer of funds to the pension fund, equally from the water and sewer division accounts, in the amount stated. That Motion was seconded by Mr. Mountz and unanimously approved. Mr. Wolfinger also requested that Conrad Siegel review options with respect to expanding the pension fund to include additional international market accounts for diversification purposes.

Chairman Kelly requested that Mr. Boehret work on a system to streamline the check writing process. Mr. Boehret will review relevant options and provide an update at the September Board meeting.

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. Feltenberger reported that he received a positive response to the lead service line reminder letter that was sent to customers. Thus far, he received over 1,000 responses. Mr. Feltenberger additionally reported that the timing of the reminder letter was good, considering he received positive interaction regarding the letter from those who attended the National Night Out event.

Mr. Roush advised the Board that PFM was currently working on completing the updated rate study report. Mr. Roush anticipates a representative of PFM will attend the September Board meeting to present the updated findings, which now take into account the revised budget and a detailed capital plan spanning a period of 5 – 10 years.

Mr. Feltenberger confirmed that he would be circulating dates for a tour of the system. All Board members were encouraged to attend.

Mr. LaSota made a Motion to approve updates to the Authority General Personnel Policies and Practices. That Motion was seconded by Mr. Mountz and unanimously approved.

Mr. Mountz made a Motion to approve a SCADA pilot testing program proposal of CoStream, a Costars vendor, at a total cost of \$45,760.00, subject to Solicitor review. That Motion for this professional service proposal was seconded by Mr. LaSota and unanimously approved.

Mr. Hoffmaster made a Motion to approve the purchase of a 3" trash pump from Stoney Creek Rentals in the amount of \$26,649. That Motion was seconded by Mr. Wolfinger and unanimously approved. Mr. Mountz later made a Motion to amend approval to the corrected purchase price amount of \$1,000.00. That Motion was seconded by Mr. Hoffmaster and unanimously approved.

Mr. LaSota made a Motion to approve a donation of \$1,000.00 to the Township Police Department for a night out at the Reading Phillies. Discussion ensued, with Mr. LaSota encouraging formulation of guidelines for review of future community related donations. The Motion was seconded by Mr. Mountz and unanimously approved.

Mr. Hoffmaster made a Motion to approve the purchase of Enterprise Planning Software from BS&A Cloud, a professional service provider, in the amount of \$145,815.00, and to authorize Management signature thereon, subject to Solicitor review. Discussion ensued. Mr. Roush explained that the software package is fully customizable, designed to the specific needs of the Authority, and will completely supplant the current segmented accounting, billing, invoicing and inventory management systems. The initial cost is in the amount stated, with an annual subscription cost thereafter of \$37,170.00. Mr. Roush further advised that this software package was chosen after extensive beta testing and comparison to other options. The Motion for approval of this professional service proposal was seconded by Mr. LaSota and unanimously approved.

Mr. Wolfinger made a Motion to approve the purchase of two (2) 10" check valves for installation at the Laurel Run pump station from Axiom Hydraulics, Inc., a Costars vendor, in the amount of \$20,738.00. That Motion was seconded by Mr. Mountz and unanimously approved.

Mr. Hoffmaster made a Motion to approve the proposal of Riordan Materials, a Costars vendor, for the purchase of three Flygt pumps for installation at Laurel Run pump station, at a total cost of \$419,700.00, subject to Solicitor review. That Motion was seconded by Mr. LaSota and unanimously approved. Mr. Rothermel recommended that Mr. Roush submit the proposal to the insurance carrier for reimbursement.

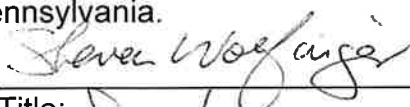
Discussion regarding completion of the Storz fitting hydrant project was held earlier in the meeting under the Operations Report.

Under the second public portion, Ms. Jones inquired as to the Authority's plan once lead service line reporting was completed. In response, Chairman Kelly advised that regulations continue to be in a state of flux, which impacts the Authority's ultimate plan of action. The Authority will continue to monitor regulatory directives for purposes of staying ahead of compliance schedules, and finalizing an appropriate response plan. Mr. Feltenberger additionally commented that thus far, no lead service lines have been reported.

Under Member and Staff Comments, Mr. Hoffmaster indicated that representatives of Laureldale Borough were interested in scheduling a meeting with Mr. Feltenberger and Mr. Roush to discuss various issues affecting both entities. Mr. Mountz and Mr. Hoffmaster plan to be in attendance. Mr. Hoffmaster additionally remarked that the crewmembers were appreciative of the golf outing and invitation to attend the Berks County Water and Sewer Conference. Mr. LaSota thanked Management for participation in the National Night Out, which event was well received – he observed good employee-customer interaction. Chairman Kelly complimented Management on the recent landscaping work completed at the Authority office, a sentiment shared by the entire Board. Mr. Boehret reminded the Board that the annual PMAA conference was scheduled to take place September 7 – 10, 2025 at Wind Creek Bethlehem. Mr. Boehret also advised that he was in the process of formulating developer escrow policy and procedures, which will be reviewed with Management and the Solicitor.

There being no further business of the Board, the meeting was adjourned at 8:10 p.m. on Motion of Mr. Hoffmaster, seconded by Mr. Mountz, 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, September 11, 2025, at 210 George Street, Reading, Muhlenberg Township, Berks County, Pennsylvania.


Title: 