

MUHLENBERG TOWNSHIP AUTHORITY
MINUTES OF SPECIAL MEETING OF THE BOARD

A special meeting of the Board of Muhlenberg Township Authority, Water and Sewer Projects, was held on Monday, August 26, 2024, beginning at 6:00 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:

Scott Lehr
Jim Kelly
Walt LaSota
Steve Wolfinger
Rick Hoffmaster

In attendance were Authority General Manager Timothy Feltenberger, Thomas A. Rothermel, of counsel, and Jamie Lorah, PE, of Spotts, Stevens and McCoy (SSM), consulting engineer to the Authority. Also present was Scott Boehret of Transcend Business Advisors, Authority controller consultant.

The meeting was called to order at 6:10 p.m. by Chairman Lehr. Chairman Lehr noted that the Board (Mr. Wolfinger, Mr. LaSota, Mr. Hoffmaster) previously met in Executive Session on August 21, 2024 to discuss matters involving personnel. Mr. Lehr further noted that the Board (Mr. Wolfinger, Mr. LaSota, Mr. Hoffmaster) met immediately prior to this meeting to discuss matters involving personnel.

There was no public comment.

Under New Business, the Board engaged in discussion regarding the 2025 budget. In the course of such discussion, items were discussed that would be made part of the formal capital improvement plan. Discussion centered on the respective water and sewer systems, highlighting those components that may require upgrades, replacement or enhancements, both short and long-term, and the approximate cost associated with the same.

The Board also reviewed the current 2024 budget versus actual figures to date, focusing on budgetary reserves and funds that may be available to address any immediate areas of concern. Mr. Boehret provided the Board with estimated budgetary reserves for the remainder of 2024 for both the water and sewer systems, totaling approximately \$500,000 for the sewer division, and \$287,000 for the water division. The consensus of the Board was to utilize the remaining budgeted funds towards projects of need that could reasonably be completed by the end of this calendar year. With respect to the sewer division, those projects included manhole lining (to reduce stormwater infiltration) and lift station upgrades. With respect to the water division, those projects included purchase of trench equipment, hydrant replacement, and purchase (finance) of a replacement

emergency response truck. The Board directed Mr. Feltenberger, with the assistance of SSM, to secure proposals for these projects.

Mr. Boehret was directed to prepare a draft 2025 budget, factoring in the Board's discussion regarding those items made part of the preliminary capital improvement plan. Once the capital improvement plan is finalized, additional budgetary considerations may be reviewed, including the need for financing to accommodate larger scale projects.

Further under New Business, Mr. LaSota made a Motion to extend an offer of employment regarding a potential new Executive Direction position, consistent with discussion in Executive Session preceding this meeting. The Motion was seconded by Mr. Wolfinger. The Motion passed (Mr. LaSota – yea; Mr. Wolfinger – yea; Mr. Hoffmaster – nay; Mr. Lehr – abstain; Mr. Kelly – abstain).

Further under New Business, Mr. Hoffmaster indicated that the Township was looking to test its drone equipment at the quarry property. Mr. Feltenberger advised that the MTA previously accommodated similar training requests of the Muhlenberg Township Fire & Rescue organization. Mr. Hoffmaster will provide further information to Mr. Feltenberger regarding the nature of this request.

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. Wolfinger, 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 5, 2024, in the main meeting room of the Muhlenberg Township Administration Building, 210 George Street, Reading, Muhlenberg Township, Berks County, Pennsylvania 19605.



Title: *Secretary*