

**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, February 6, 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; Daniel Standish, Spotts, Stevens and McCoy (SSM), consulting engineer to the Authority; and Scott Boehret of Transcend Business Advisors, Authority controller consultant. Also present were Dillon Cirulli, Township Commissioner and Union Business Agent; Nate Lunsford, MTA crewmember and Union Steward; and Joseph Butto, Regional President at MidPenn Bank.

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

Mr. Kelly turned the meeting over to the Solicitor for purposes of reorganizing the Board. Mr. Rothermel confirmed that Mr. Mountz was appointed to the Board for a five-year term, effective February 1, 2025. Regarding reorganization, Mr. Wolfinger made a Motion to nominate a slate of Officer positions, as follows: Mr. Kelly – Chairman; Mr. LaSota – Vice Chairman; Mr. Hoffmaster – Treasurer; Mr. Wolfinger – Secretary; and Mr. Mountz – Assistant Secretary/Treasurer. That Motion was seconded by Mr. Hoffmaster. After brief discussion, there were no other nominations for Board Officer positions. The Solicitor called for a vote, and the Board members of the Authority were unanimously elected to the Offices for which they were nominated. The election of Officers was approved by unanimous vote, on Motion of Mr. Hoffmaster, seconded by Mr. LaSota. Mr. Rothermel returned the meeting to Chairman Kelly.

Mr. Hoffmaster made a Motion to approve the Minutes of the previous regular meeting of the Board held on January 9, 2025, and Minutes of the special meeting conducted January 22, 2025. That Motion was seconded by Mr. Wolfinger and passed unanimously.

Under the first public portion, Mr. Butto, Regional President of MidPenn Bank, presented to the Board. Mr. Butto noted that the MTA was MidPenn Bank's largest depositor. The

bank was appreciative of the business relationship, and Mr. Butto encouraged the MTA to consider transferring additional funds to the bank in the future. The Board thanked Mr. Butto for his appearance; he then exited the meeting.

Under the Engineer's Report, Mr. Standish of SSM provided a formal report of the Authority's consulting engineer for work completed January 3, 2025 through January 31, 2025. Mr. Standish referenced an eight (8) 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 DEP/EPA compliance issues, Mr. Standish confirmed that most of the work referenced in the compliance letters has either been addressed or is underway. More recently, the turbidimeter was replaced at Well No. 15. In addition, Mr. Standish advised that permits were obtained for additional work at several other well locations.

With respect to the potential use of the quarry as a viable water source, Mr. Standish confirmed that SSM attended a pre-application meeting with DEP on January 8, 2025 to review options for this water supply. A formal file review was requested and remains pending. The file review will provide further information with regard to the nature, extent and status of the NGK contamination plume, which could affect use of the quarry water. SSM will provide further information once the file review has been completed.

Mr. Standish reported that SSM is preparing submission of a DEP permit application regarding rehabilitation of the air stripper media at Well No. 6. Once the permit is received, SSM will prepare this project for bid.

Survey work has begun in the area of Reading Crest for installation of water main loops, which project is being funded by one of two 2023 LSA grant approvals received from the Pennsylvania Department of Community & Economic Development. After the survey is completed, SSM will prepare to put that project out to bid.

With regard to 2025 capital projects, Mr. Standish reported that supplemental manhole lining work started this past month, and nearly twenty (20) manholes have been lined to date. In addition, the MTA ordered thirty (30) more hydrants for installation throughout the Township.

Mr. Standish reported that upgrades at the Eagles Landing pump station are scheduled to begin in late March or early April. At this time, the MTA awaits materials.

Regarding the proposed interconnection with Maiden Creek Township Authority, Mr. Standish reported that in response to the initial submittal to DRBC, the DRBC requested supplemental information from both entities. SSM assisted Maiden Creek's engineering firm, SDE, with preparation of the revised documentation, which is pending submission.

With regard to the water main replacement project on Laurelee Avenue, Mr. Standish advised that the water line installation was completed. Eighteen (18) connections have

been made thus far. Of those service connections, Mr. Feltenberger noted that none were reported as lead or galvanized.

Mr. Wolfinger questioned Mr. Standish with respect to the lead service line inventory requirement. Mr. Standish noted that significant pushback has been conveyed to regulatory agencies, including lawsuits, regarding this new requirement. SSM recommends that MTA continue to comply with the regulations, but be reserved with respect to implementation until such time as the wide array of regulatory challenges are resolved.

There being no further active projects on which to report, and no additional questions posed by the Board, Mr. Standish'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. Feltenberger presented the Operations Report for the preceding month, a full copy of which has been appended to these Minutes. It was a busy month for the crew. Miscellaneous work orders were completed including cleaning out, straightening, and replacing curb boxes, as well as performing ongoing leak detection throughout the distribution system. Sewer laterals were cleaned and checked, including eight (8) customer owned lines, and six (6) traps. There were multiple water main breaks, including three (3) Type I breaks, a Type II break located behind Boscov's that required assistance by Schlouch, and a 6" main break at 2332 Alsace Road that also required Schlouch's assistance. In addition, the Laurel Run pump station experienced a total service failure during installation of a flow meter, which was being performed by Blooming Glen Contractors. The Laurel Run pump station is currently being operated on bypass pumps until the station is cleaned and the pumps are placed back in service. Lastly, Mr. Feltenberger noted that the vacuum truck was used a total of nine (9) hours over the past month, at an equivalent labor cost of \$3,195. To date, the vacuum truck has been used 525.5 hours, which is a total monetary savings equivalent to \$168,350, excluding the cost of disposal fees that the Authority no longer pays. At the conclusion of Mr. Feltenberger's report, Mr. Hoffmaster noted his appreciation of the crew's hard work at both the Laurel Run pump station and to repair the main break behind Boscov's. The Board shared in Mr. Hoffmaster's sentiment. The Operations Report then concluded.

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. LaSota 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. Wolfinger and unanimously adopted.

Under the Solicitor's Report, discussion was held regarding proposed expansion of the Board to seven (7) members. Mr. LaSota expressed his opinion that the Board, and the

MTA overall, benefits from a diverse group, regardless of the number of Board members. Mr. Hoffmaster recommended the Board remain at five (5) members, further noting that a prospective Board member should be selected based on the quality of the individual, not whether or not the individual possesses an advanced degree. After discussion the Board did not move forward with action to expand the number of members.

Mr. Wolfinger made a Motion to pass Resolution No. 2025-1, serving to amend the By-Laws to provide for a revised monthly meeting date to the second Thursday of each month. That Motion was seconded by Mr. Hoffmaster and unanimously approved. Mr. Rothermel will advertise the remainder of the new 2025 meeting dates.

With no further questions posed to Mr. Rothermel, the Solicitor's Report was approved by Motion of Mr. Hoffmaster, seconded by Mr. Wolfinger and unanimously approved.

The Treasurer's Report was presented by Mr. Boehret, Transcend Business Advisors, consultant controller to the Authority. A copy of the Treasurer's Report is appended to these Minutes. The water division realized a net loss of \$104,817 over the past month; the sewer division realized a net gain over the past month of \$9,769,903. However, Mr. Boehret cautioned that the respective account balances were artificially low and high due to the current transfer of funds to PLGIT. Next month, the account balances will return to historical levels.

Regarding payroll, Mr. Boehret reported that the digital payroll conversion was nearly complete. Overall, the conversion process went smoothly. Mr. Lunsford reported that crewmembers were pleased with the change.

Mr. Mountz made a Motion to approve the Treasurer's Report as presented. That Motion was seconded by Mr. Hoffmaster and unanimously adopted.

Under New Business, Mr. Feltenberger advised that next month, he will present the Board with updated figures regarding the lead service inventory data. Regarding access to the Mannerchor Tank, Mr. Feltenberger was directed to speak to the neighboring property owner about potential shared access lane. Mr. Feltenberger reminded the Board that Statement of Financial Interest forms were due no later than May 1, 2025. Mr. Hoffmaster made a Motion to authorize updated signer cards for MidPenn Bank, consistent with the new Board appointments. That Motion was seconded by Mr. Mountz and unanimously approved. Mr. Hoffmaster made a Motion to relocate MTA's administrative offices to the Township Building located at 210 George Street. There was no second, and no discussion. The 2022 – 2023 Audit Report, prepared by Herbein & Company, was unanimously approved, on Motion of Mr. LaSota, seconded by Mr. Hoffmaster. The proposed rate increase of SSM for professional engineering services, as per letter of SSM dated January 8, 2025, was unanimously approved, on Motion of Mr. LaSota and seconded by Mr. Hoffmaster. Mr. LaSota made a Motion to form a Union Negotiation Committee, and to appoint Mr. Wolfinger and Mr. Hoffmaster as Committee members, in addition to Mr. Feltenberger and Mr. Roush. That Motion was seconded by Mr. Mountz and unanimously approved.

Regarding the proposal of USG Tank for rehabilitation and maintenance services for MTA's water tanks, Mr. Boehret advised that the overall cost exceeded budgetary reserves. Some of the proposed work was also included in recent LSA grant submissions, which remain pending. He therefore recommended the Board defer taking action at this time until a revised capital improvement plan is reviewed and finalized. In the interim, Mr. Roush was directed to secure a revised proposal from USG Tank for completion of all sanitary improvements at the tank locations. The Board is expected to revisit this issue at the March meeting.

Discussion regarding revision to the MTA Rules, Standards and Specifications was deferred until the March Board meeting.

Non-union wage increases for 2025 were unanimously approved, on Motion of Mr. Wolfinger, seconded by Mr. Hoffmaster.


There was no comment under the second public portion.

No executive session was called.

Under Member and Staff Comments, Mr. Feltenberger welcomed Mr. Roush to the MTA and was thankful for his operational assistance thus far. Mr. LaSota noted that he was attempting to schedule a Customer Advisory Committee meeting in February 2025. Key topics of discussion at such Committee meeting will be communication efforts regarding Laurel Run pump station, and geographic designations in the event of service interruption. Mr. Hoffmaster noted that he received positive community feedback regarding work that the crewmembers performed over the past month in dealing with significant issues at the Laurel Run pump station and in resolving the referenced water main breaks.

There being no further business of the Board, the meeting was adjourned at 7:55 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, March 13, 2025, at the main meeting room of the Muhlenberg Township Administration Building, 210 George Street, Reading, Muhlenberg Township, Berks County, Pennsylvania 19605.

  
Secretary

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Title: