

**Minutes of the 668<sup>th</sup> Meeting  
Of the Board of the  
LEESPORT BOROUGH AUTHORITY**

April 25, 2022

The Board of the Leesport Borough Authority met at 10 E. Wall St., Leesport, Pennsylvania on Thursday, April 21, at 7 pm. The meeting was called to order by Chairman Duane Knoll. Kim Cherry and Cody Madeira were also present. Charlie Berger attended via telephone due to health issues. Support staff present were Solicitor Paul Essig, Engineer H. David Miller and Business Manager Kim Naja. Christian Mease of Miller Environmental was also in attendance. The meeting began with the Pledge of Allegiance.

The 667<sup>th</sup> Minutes from the March meeting were approved as written.

**VISITORS:**

**CORRESPONDENCE**

Berks Co. Conservation Dist.	Ltr re: Mosquito Surveillance & West Nile monitoring around WWTP
BTMA	Ltr re: Dispute of BTMA involvement in Aeration Upgrade costs
LBA	Ltr re: Reply to BTMA memo
LIHWP	Low Income Household Water Assistance Program information
PMAA	Management Workshop Announcements
BCW&SA	Ltr re: Berks County Water & Sewer Assoc. membership

**MUNICIPALITY REPORTS**

Leesport Borough & Borough Authority

K. Cherry motioned to approve payment of the month's bills, \$34,599.94, seconded by C. Madeira. The motion passed unanimously.

There was brief discussion of the advantages of belonging to the BCW&SA, an organization which meets to discuss current events and provides training opportunities for members and others in the "field". A lot of talented people are involved in the organization and it is good for networking. It will only cost the LBA \$100 per year and there was general agreement to join. Meetings occur at 8 a.m. the third Thursday each month at Albright College.

The LBA discussed several versions of a sewer rate adjustment presented. In all cases the minimum charges would remain the same (minimum residential \$130, minimum commercial \$175, per quarter). After much discussion it was decided to increase the per thousand rate to \$4.50/1000 gallons (after reaching the 5000 gallons per EDU minimum). C. Madeira motioned to increase the rate to \$4.50/1000 above 5000 gallons (per EDU) beginning with the third quarter, 2022 billing, seconded by K. Cherry. The motion passed unanimously. This is Res 2022-2. The first quarter sewer bills going out in early May will announce the increase to take effect with the November billing.

There was discussion of the Low Income Household Water Assistance Program. C Madeira noted that the Borough would be signing on as a vendor. A customer would be able to obtain a maximum of \$2,500 per year for delinquent water bills. The customer has to apply, provide their tax ID and other personal details, to be considered for assistance. If the LBA is not a registered vendor the application cannot be

processed (for delinquent sewer bills relief). There are some fine details to be aware of but most were considered unlikely to impact the collection of past due sewer amounts. K. Naja noted that if a landlord has a lien on his property and pays off his lien at the same time his tenant has applied for and received assistance, the assistance money would have to be returned as it cannot be used for a balance which was already paid. The LBA was ok with signing on to the program as a vendor.

On a somewhat related note, K. Naja discussed the fact that the owner of 6 Furnace Row, a sewer customer in Ontelaunee TWP, does not respond to payment collection attempts and leaves it to his tenant to keep the account paid up. The account has been in arrears for the past year. P. Essig felt an Act 1 Letter would be the best way to go. Kim will provide the account details to him.

#### Bern TWP Report

P. Essig briefly discussed the memo from BTMA and noted that the intermunicipal agreement is clear that upgrades/improvements to the plant are an unconditional financial responsibility of all parties. The aeration project was detailed in a memo to their solicitor in December of 2016.

#### Ontelaunee TWP Report

No report.

### **ENGINEER'S REPORT**

H. David Miller reviewed the engineering report.

The BOD sampling at PS7 was discussed in some detail. It is difficult to sample consistently since conditions in the wet well are challenging. Some of the very high readings may be associated with picking up large amounts of grease or greater amounts of sediment, all depending on exactly where the sampler locates. Also discussed was Ontelaunee's submitted (to DEP) permit for the PS7 upgrade. The application was returned to address "downstream deficiencies". There are four sections of LBA line that do not have the carrying capacity for the increased flow. This includes the section under Rt 61 and three other sections along the nearby Canal St line. These 8" sections need to be increased to 10". This would be an Ontelaunee funded project since it is only needed to accommodate PS7 changes. Entech will be sending a memo to ARRO detailing the issues.

Aeration Project: Entech is looking at an early May launch now.

### **MILLER ENVIRONMENTAL REPORT**

C. Mease reviewed the monthly report.

The utility water pumps were discussed at length. The first estimate obtained was slightly over \$21,000. Also, the current set up inhibits the placement of new pumps. Christian will be talking to Gayle Corporation who put in the original system in 2003. He will also be getting advice on the automated air relief valve and whether that alone can fix the problem he has been having.

Also discussed was the need for flex hosing to be replaced (as well as other piping) as part of the Aeration Project. They may need one more set for the other tank as well.

### **SOLICITOR**

P. Essig had no further comments for the Board.

## **GENERAL**

K. Naja reported that the total skipped meter count for the first quarter, 2022 was 272. C. Berger motioned for the LBA to pay for half of the project with the Borough Water Authority to replace the water meter batteries, seconded by C. Madeira. The motion carried 4-0.

The meeting adjourned at 8:30. The next meeting is May 19, 2022.

## LEESPORT AUTHORITY

## BILLS

April 2022

Type	Date	Num	Memo	Original Amount	Paid Amount
COMCAST					
Bill	04/21/2022		Business Internet 4/18-5/17	367.98	367.98
Total COMCAST					367.98
CREATIVE PAYMENT SOLUTIONS					
Bill	04/21/2022		LSPA0119.3/1-3/31arbox	25.00	25.00
Total CREATIVE PAYMENT SOLUTIONS					25.00
ENTECH ENGINEERING, INC.					
Bill	04/21/2022		77814.IPPActivities	1,225.70	1,225.70
Bill	04/21/2022		78157.WWTPactivities	686.25	686.25
Bill	04/21/2022		78157.CollSysAnalysis	431.25	431.25
Bill	04/21/2022		78158.IPPadmin	73.00	73.00
Bill	04/21/2022		78159.Ch94report2021	3,200.00	3,200.00
Total ENTECH ENGINEERING, INC.					5,616.20
ENVIREP INC					
Bill	04/21/2022		73645.AnnualSvc/InfluentPS	1,248.91	1,248.91
Total ENVIREP INC					1,248.91
FRONTIER					
Bill	04/21/2022		610 926 2060	169.14	169.14
Total FRONTIER					169.14
HARTMAN, VALERIANO, MAGOVERN & LUTZ					
Bill	04/21/2022		195794.Mtgs,BTMALttrs, Entec...	1,350.00	1,350.00
Total HARTMAN, VALERIANO, MAGOVERN & LUTZ					1,350.00
MILLER ENVIRONMENTAL					
Bill	04/21/2022		110522216.MAY	21,494.72	21,494.72
Bill	04/21/2022		110522216.maintfee	833.33	833.33
Bill	04/21/2022		110322214-A.BODsampling	1,080.00	1,080.00
Bill	04/21/2022		110322214-B.BODsampling	1,080.00	1,080.00
Total MILLER ENVIRONMENTAL					24,488.05
Reading & Northern Real Estate Co					
Bill	04/21/2022		52207.Bridge/Shackamaxon &...	579.66	579.66
Total Reading & Northern Real Estate Co					579.66
SUBURBAN TESTING LABS					
Bill	04/21/2022		P2000594.BODsamples	755.00	755.00
Total SUBURBAN TESTING LABS					755.00
TOTAL					34,599.94

**LEESPORT BOROUGH AUTHORITY ACCOUNT SUMMARY**

	Opening	Deposits	Interest	Disbursements	3/31/22
<b>Debt Service Reserve</b> 0.04%(GOVT.Savings)	\$359,151.37		\$12.21		\$359,163.58
<b>Operating</b> 0.04%	\$666,770.61	\$200,872.37	\$25.34	(125,651.41)	\$742,016.91
<b>Sewer Receipts</b> 0.04%	\$272,555.46	\$65,186.96	\$7.99	(150,000.00)	\$187,750.41
<b>Payroll</b> 0.02%	\$1,252.75	\$1,200.00	\$0.02	(419.02)	\$2,033.75
<b>Maintenance Reserve</b> 0.03%	\$50,008.71		\$1.28	(8.71)	\$50,001.28
<b>PLGIT</b> 0.05%	\$3,087.50		\$0.15		\$3,087.65
<b>Special Construction</b> 0.02%	\$1.00				\$1.00
				<b>LBA OPERATIONS TOTAL</b>	<b>\$1,500,274.79</b>
		<b>TOTAL INTEREST</b>	<b>\$46.99</b>	<b>GRAND TOTAL</b>	<b>\$1,500,275.79</b>

**Comments:**

\$150,000 transferred to Operating from Sewer Receipts.  
 \$1,200 transferred to Payroll from Operating Account.  
 \$8.71 transferred from Maintenance Reserve (to Operating) to keep account active.

**FDIC Insured CD's / FNC**

	Maturity	Earnings
3yr CD: Toyota Finl Savings Bnk 09/16/24 0.65%	\$75,000.00	Semi Annual Mar16 & Sep16
15 Mo CD: IberiaBank 07/29/2022 0.75%	\$19,900.00	<b>\$20,000.00</b>
30 Mo CD HSBC BANK 09/29/2023 0.5%	\$59,700.00	<b>\$60,000.00</b>

**DREYFUS MM HOLDING ACCOUNT CD Earnings**

\$1,621.21  
**\$156,221.21**

	Opening Balance	Running Balance
<b>Aeration Upgrade</b>	\$ 1,662,597	\$0.50
<b>SPECIAL CONSTRUCTION FUND</b>	\$ 831,299 LBA 50%	\$0.42
<b>PROJECTION</b>	\$ 704,775 ONTELAUNEE 42.39%	\$0.08
	\$ 126,524 BERN 7.61%	