

The regular monthly meeting of the Womelsdorf-Robeson Joint Authority was held on Wednesday, September 25, 2024, at 7:00 p.m. in the Womelsdorf Borough Hall.

It was noted that in order to assist in the preparation of the meeting minutes, the Secretary records the meeting. The recording is deleted following the approval of the minutes by the Board and no permanent recording is kept by the Secretary.

The following members were present:

Steve Bright	Ralph Honigmann	Matthew Miller
Mark Spotts	Jack Morris	Barbara Orth

Rod Lebo was absent.

Also in attendance were Senior Operations Specialist, Jason Coyle of SSM Group, Inc., Solicitor, Jestyn Payne of Kozloff Stoudt, Glenn Eberly, Operations Consultant, and the Authority's Operators, Dennis Miller and Jacob Sonnen.

The meeting was opened with the Pledge to the Flag of the USA.

Visitors: None

Secretary's Report:

1. The minutes of the meeting held on Wednesday, August 28, 2024, were reviewed and unanimously approved on a motion by Ralph Honigmann, seconded by Jack Morris.
2. The Secretary noted that a new contact list was included in each of the Board Member's meeting packets.
3. The Secretary reviewed the following correspondence:
 - a. Tax Claim Bureau/County of Berks: Final order 476R S Church
 - b. Certificate of Insurance – Diversified Technology
 - c. ARC User magazine – gave to Dennis
 - d. Authorities Fall meeting brochure – golfing and presentation at Whitetail Golf Course on Monday, October 21.

Treasurer's Report:

1. The Treasurer's Report showing a balance of \$2,468,302.82 was unanimously approved on a motion by Jack Morris, seconded by Ralph Honigmann.
2. Bills in the amount of \$26,133.61 were presented for payment or ratification of prior payment. On motion by Jack Morris, seconded by Ralph Honigmann, payment or ratification of payment was unanimously approved.
3. Edward Jones statements are available upon request.
4. The Treasurer advised that an Engagement Letter was received from Barbara Akins, CPA with respect to the audit of the Authority's books and records. On motion by Ralph Honigmann, Seconded by Steve Bright, the Engagement Letter was unanimously accepted and Chairman Bright was authorized to execute and return the same.

5. Maple Avenue Apartments: The Treasurer noted that the fund for the purpose of reimbursement of the Authority with respect to costs and expenses of the Project was now at a deficit and the Engineer was authorized to secure additional monies from the Developer.

Engineer's Report:

1. Furnace Village II: SSM has received and approved a legal description and drawing of Smokering Drive and cul-de-sac areas from HNT, LLC, the Developer's engineering firm. These documents have been forwarded to the Solicitor for review.
2. East High Street Subdivision: Information was provided to the Solicitor to allow for the preparation of an Improvements Agreement following recordation of the Subdivision and Land Development Plan by C2C Design Group, the Developer's engineering firm. C2C provided SSM with an update which included that the Plans are still being reviewed by the Borough of Womelsdorf and the earliest anticipated date of recordation would be some time in November.
3. Tank Painting Project: SSM is reviewing the Prevailing Wage requirements. It is anticipated that the LSA Grants will be awarded in October. Inasmuch as Kappe Associates, Inc. is an authorized CoStars vendor, using an LSA Grant (if awarded) to fund the Tank Painting Project should not be a problem. SSM is in the process of preparing bid documentation for the "additional work" not eligible for CoStars. The bid documents should be ready for the October meeting. In order to prepare the bid documents, SSM will need some direction from the Operators and the Subcommittee. Marcie Kunkelman of Kozloff Stoudt will schedule that meeting. The current plan is that the Gold Springs Tank will be completed first irrespective of whether the Authority gets a Grant. The anticipated schedule is for the Gold Springs Tank to be painted in 2025. It is anticipated that the Furnace Creek Tank will be painted in 2026.
4. Maple Ave Apartments: The Owner of the project, David Randler, purchased 21 EDUs at the July meeting of the Board for the sum of \$47,250.00. On August 20, 2024, SSM was notified by C2C that the project was on hold while Mr. Randler sought a buyer for the project. To date, the financial security escrow in the amount of \$95,708.40 has not been paid to the Authority, nor has the Improvements Agreement been completed. Mr. Randler has requested a letter from the Authority verifying that the EDUs were purchased. The Treasurer will send Mr. Randler a copy of the July Meeting Minutes evidencing the payment. The Solicitor shall prepare a draft Operating Agreement for presentation to the Board at the October meeting.
5. Furnace Hill Subdivision: SSM performed a plan review on July 31, 2024. All documents were checked and all quantities on the cost estimate have been performed.
6. Lead and Copper Inventory Public Notice: Work continues for the completion of the spreadsheets. The Solicitor will have to prepare an affidavit attesting to certain matters.
7. Risk and Resilience Assessment and Emergency Response Plan Certification: Renewal must occur in 2025. SSM will prepare a proposal for review by the Board.
8. Emergency Highway Occupancy Permit: The HOP is about to expire. SSM will take steps to renew for both Berks and Lebanon counties.

Solicitor's Report:

1. Hill Road Easement Agreements: The Solicitor reported that he had sent letters to Jeffrey Martin and Patrick Trageser advising them as property owners of the insurance requirements contained in the Easement Agreements.
2. Furnace Village II: The Solicitor reported that potential amendments to existing documents with respect to Furnace Village II had already been discussed by the Engineer earlier in the meeting.

3. Health Insurance for Jacob Sonnen: The Solicitor requested Chairman Bright to provide the Board with an update. Chairman Bright noted that the Authority's newest hire, Jacob Sonnen, had accepted Option 2 with respect to health insurance (i.e. Mr. Sonnen elected to be covered by his wife's health insurance and accordingly will receive the opt out fee). The Solicitor recommended that the Board ratify the foregoing. Upon motion by Steve Bright, seconded by Ralph Honigmann, the Board unanimously ratified the action by the Authority to accept Option 2 and pay Mr. Sonnen the opt out fee.
4. Right to Know Request: The Solicitor indicated that Attorney Joan London of his office was the Firm's internal Right-to-Know expert and would be responding to the American Transparency Right to Know Request.

Operator's Report:

1. Fixed problem meters.
2. Update on Well 1: Dennis Miller talked to Dave Gettel of Kohl Bros., Inc. The Authority is still having issues. The pump will be pulled in order to determine the nature of the problem.
3. Service leak on Freeman St and Penn Ave.
4. PPL problems: The Chairman noted that he has been attempting to contact an appropriate party within PPL to discuss problems without success. The Chairman has asked Jeff Shatz, an electrician, if he can assist in finding the appropriate person with whom to speak with at PPL.
5. Chairman introduced the new operator, Jacob Sonnen to the Board. Welcome!!
6. Will read meters next week.

Other Board Member Comments:

Mark Spotts:

1. Purchase of HD camera: Withdraw this topic. Should not be necessary.
2. Received maintenance contract for cameras with Smrtguys. The cost of the maintenance contract is expensive, and the service involved is mainly to clean the cameras. Mark indicated that he felt that the Authority could do this task itself more economically. He also indicated that they are researching upgrading the hard drive.
3. Conservation Easement Committee Report: The Board has received the Real Estate Appraisal Report prepared for Berks Nature by Gregory L. Snyder of Snyder Appraisal Associates, LLC. The Report divides the Authority's property into Tracts#1, #2 and #3 and estimate the "Before Easement Market Value" and the "After Easement Market Value" of each Tract as set forth in the Report. Mark reported that it was the Subcommittee's opinion that if the Authority is to proceed with granting a Conservation Easement, it should do so at least initially for only Tract #3 or a portion of Tract #3. The Treasurer noted that if a Conservation Easement were granted, there would be a reduction in asset value on the Authority's balance sheet with respect to real estate holdings. Mark had indicated that he had advised Larry Lloyd of Berks Nature that the Authority was only interested in doing all or a portion of Tract #3 and Larry indicated that only doing a portion of the Authority's property might change the values contained in the Report. The Report is contained on the Authority's website. Mark noted that he had reviewed the proposed Grant of Conservation and that there were significant issues contained therein which would have to be negotiated. The Committee intends to meet to discuss these various issues, and it was recommended by the Chairman and the Solicitor that Larry Lloyd be invited to that meeting. It was also noted that David Bright had reviewed the Grant of Conservation document and had made a number of notes. As of this point in time, neither the Authority nor Berks Nature have any contractual duty or obligation to the other. Mark indicated that he would have a further report for the Board following the Committee's meeting with Larry.

Chairman's Report:

Signs prohibiting mountain biking have been prepared. The signs will be placed on the property next week. The Chairman indicated that he anticipates that at the next meeting there will be some residents and customers who may wish to comment on the change in land use rules. The Chairman further indicated that, subject to the Board's concurrence and guidance from the Solicitor, he anticipates establishing a 30 minute public comment period and permitting each eligible individual 3 minutes for comment.

Motion to Adjourn at 8:13 PM by Steve Bright, seconded by Jack Morris. The Motion was unanimously adopted.

Respectfully submitted,

Barbara Orth

Barbara Orth
Secretary

IBK0061

Womelsdorf - Robesonia Joint Authority

A WATER AUTHORITY — SUPPLYING WOMELSDORF, ROBESONIA AND SHERIDAN, PA.

P.O. Box 94 Womelsdorf, PA 19567 • Phone: 610-589-2740 • Fax: 610-589-1340

Treasurer's Report AUGUST 2024

Balance JULY 31 \$372,970.19

Customer Collections	\$ 59,954.19
Cert. Fees	\$ 170.00
Other Receipts	\$ 3,419.96

Total Income		<u>+\$63,544.49</u>
		\$436,541.68

Disbursements for AUGUST	\$32,196.67	
Total Disbursements		<u>-\$32,196.67</u>

\$404,318.01

Treasury Notes

Expires 02.15.27	2.250%	\$100,000.00	
Expires 08.15.28	2.875%	\$140,000.00	
Expires 05.15.29	2.375%	<u>\$105,000.00</u>	
		\$345,000.00	<u>+\$345,000.00</u>
PLGIT		\$ 730,245.81	\$749,318.01
Interest	5.38%	+\$3,328.84	<u>+\$733,574.65</u>
			\$1,482,892.66

Edward Jones account value of JULY 27- AUG 30, 2024

+985,410.16

\$2,468,302.82