

UPPER SAUCON SEWAGE TREATMENT AUTHORITY

Meeting Held January 14, 2008 at 7:00 P.M. 4774 Saucon Creek Road

Chairman George J. Bloeser called the regular meeting of the Upper Saucon Sewage Treatment Authority to order. Members Present were: George Bloeser, Aaron B. Attwood, Mindy Moore and Alfred J. Cancellieri.

Also present: Gary A. Brienza, Esquire, USSTA Solicitor
Karl E. Schreiter Jr. P.E., USSTA Engineer
Daniel J. Stahlnecker, UST Superintendent Water/Sewer
Sandra S. Busedu, USSTA Authority Clerk
Miro Gutzmirtl, USSTA Liaison

VISTORS:

Judy Bloeser, Limeport Pike

NOTIFICATION – All public sessions of the Upper Saucon Township Municipal Authority are electronically recorded. The recordings are maintained as part of the record of the meeting until the minutes are transcribed and approved by the Authority.

USSTA REORGANIZATION

Motion was made and seconded to nominate the same slate of officers, appointments and meeting dates that were nominated, presented and assigned during the Upper Saucon Township Municipal Authority January 14, 2008 meeting. (See below for details).

Vote: Messrs. Bloeser, Attwood, Cancellieri and Ms. Moore – “aye”

USTMA REORGANIZATION

OFFICERS:

George J Bloeser on call for nomination for Chairman of the Upper Saucon Township Municipal Authority, George was nominated to fill the office of Chairman.

Motion was made and seconded to elect George Bloeser as Chairman of the Upper Saucon Township Municipal Authority.

Vote: Messrs., Aaron B. Attwood, Alfred J. Cancellieri and Ms. Mindy Moore – “aye”
Mr. Bloeser – “abstained”

Mindy Moore on call for nomination for Vice Chairwoman of the Upper Saucon Township Municipal Authority, Mindy was nominated to fill the office of Vice Chairwoman.

Motion was made and seconded to elect Mindy Moore as Vice Chairman of the Upper Saucon Township Municipal Authority.

Vote: Messrs., Aaron B. Attwood, Alfred J. Cancellieri and Mr. Bloeser – “aye”
Ms. Moore – “abstained”

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No person was on call for nomination for Secretary of the Upper Saucon Township Municipal Authority, office of secretary remains open, to be filled at a later date with the new member appointment.

Concur: Messrs. Bloeser, Attwood, Cancellieri and Ms. Moore – “aye”

Aaron B Attwood on call for nomination for Treasurer of the Upper Saucon Township Municipal Authority, Aaron was nominated to fill the office of Treasurer.

Motion was made and seconded to elect Aaron Attwood as Treasurer of the Upper Saucon Township Municipal Authority.

Vote: Messrs., George J. Bloeser, Alfred J. Cancellieri and Ms. Mindy Moore – “aye”
Mr. Attwood – “abstained”

Alfred J. Cancellieri on call for nomination for Assistant Secretary/Treasurer of the Upper Saucon Township Municipal Authority, Alfred was nominated to fill the office of Assistant Secretary/Treasurer.

Motion was made and seconded to elect Alfred J. Cancellieri as Assistant Secretary/Treasurer of the Upper Saucon Township Municipal Authority.

Vote: Messrs., Aaron B. Attwood, George J. Bloeser and Ms. Mindy Moore – “aye”
Mr. Cancellieri – “abstained”

APPOINTMENTS:

Motion was made and seconded to re-appoint Gary Brienza from the firm of Peters, Moritz, Peischl, Zulick, Landes & Brienza LLP as the Upper Saucon Township Municipal Authority's Solicitor for the year 2008.

Vote: Messrs. Bloeser, Attwood, Cancellieri and Ms. Moore – “aye”

Motion was made and seconded to re-appoint Karl Schreiter from the firm of Schreiter Engineering Associates, Inc as the Upper Saucon Township Municipal Authority's Engineer for the year 2008.

Vote: Messrs. Bloeser, Attwood, Cancellieri and Ms. Moore – “aye”

Motion was made and seconded to appoint the accounting firm of Reinsel Kuntz Leshner, LLP as the Upper Saucon Township Municipal Authority's Auditor for the year 2008.

Vote: Messrs. Bloeser, Attwood, Cancellieri and Ms. Moore – “aye”

MEETING DATES:

Motion was made and seconded to establish the regular meeting of the Upper Saucon Township Municipal Authority for the year 2008 on the third Tuesday of each month at 7:00 PM in the Water and Sewer Garage/Office located on 4774 Saucon Creek Road.

Vote: Messrs. Attwood, Cancellieri, Bloeser and Ms. Moore – “aye”

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LIAISON COMMITTEE

Committee assignments will rotate on a monthly basis:

January	Miro Gutzmirtl and Stephen Wagner
February	Miro Gutzmirtl and Joyce White
March	Joyce White and John Gilda
April	John Gilda and Joseph Horvath
May	Joseph Horvath and Stephen Wagner
June	Steven Wagner and Joyce White
July	Joyce White and Joseph Horvath
August	Joseph Horvath and John Gilda
September	John Gilda and Stephen Wagner
October	Miro Gutzmirtl and Joyce White
November	Joyce White and Miro Gutzmirtl
December	Joseph Horvath and John Gilda

PUBLIC COMMENT: (Any Item On or Off the Agenda)

VISITORS PRESENTATION:

None

MINUTES:

None

CORRESPONDENCE:

FOR YOUR INFORMATION DATE SENT: **December 21, 2008**

1. Letter dated December 14, 2007 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to Barry Hoffman of Hoffman Company, Inc re: notice to award for the upgrade of influent pumping station control panel contract no. 10 for the Upper Saucon Sewage Treatment Authority.
2. Confidential letter dated December 13, 2007 from Attorney Gary Brienza, Solicitor for USSTA to Thomas F. Beil, Township Manager for Upper Saucon Township re: enclosed correspondence from Attorney Marles addressing the request for the installation of a permanent meter in manhole C-1.
3. Confidential letter dated December 13, 2007 from Attorney Gary Brienza, Solicitor for USSTA to Thomas F. Beil, Township Manager for Upper Saucon Township re: enclosed correspondence from Attorney Cigan addressing the department's response to the expert interrogatories served in October 2007.

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4. Confidential letter dated December 13, 2007 from Attorney Gary Brienza, Solicitor for USSTA to Thomas F. Beil, Township Manager for Upper Saucon Township re: enclosed correspondence from Attorney Slensky which provides McGrath Homes response to Permit-tees' expert interrogatories.

FOR YOUR INFORMATION DATE SENT: **January 12, 2008**

1. Letter dated December 14, 2007 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to George Bloeser, Chairman for Upper Saucon Sewage Treatment Authority re: Influent Pump Station controller bid review.
2. Letter dated December 20, 2007 from PMAA to Association Members re: 2008 PMAA Annual Conference session topic requests.
3. Letter dated December 20, 2007 from New Tripoli Bank to George Bloeser, Chairman for Upper Saucon Sewage Treatment Authority re: Castle Holdings, Inc. request for release of letter of credit.
4. Letter dated December 20, 2007 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to George Bloeser, Chairman for Upper Saucon Sewage Treatment Authority re: modifications to return activated sludge system, Schoor DePalma invoice #07112709 for \$115.00.
5. Letter dated December 27, 2007 from Thomas F. Beil, Township Manager for Upper Saucon Township to Barry Hoffman Company, Inc. re: check no 37045 for payment on application No. 5
6. Letter dated January 4, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to Thomas F. Beil, Township Manager for Upper Saucon Township re: influent pump station controller bid review and award recommendation.
7. Letter dated January 7, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to George Bloeser, Chairman for Upper Saucon Sewage Treatment Authority re: annual lab contract No. 6, 4th and final payment request in the amount of \$4839.50.
8. Confidential letter dated January 9, 2008 from Attorney Gary Brienza, Solicitor for USSTA to Thomas F. Beil, Township Manager for Upper Saucon Township re: Meter installation in manhole C-1 response from Attorney Marles.
9. Letter dated January 10, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc to Mr. Jose E, Mortagua of Aquanet Environmental Inc. re: notice to proceed with the Sewage Treatment Plant's return activated sludge system modification contract no. 9.
10. Flyer dated January 9, 2008 from PMAA to Association Members re: 2008 PMAA Board Member Training March 12th Bethlehem, PA registration forms.

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11. Reminder Notice dated January 10, 2008 from U.S. Census Bureau to Chairman re: 2007 Census of Governments Survey of Government Finances.
12. Letter dated January 10, 2008 from PA Dept of Community & Economic Development to Chairman re: Annual Report of Municipal Authorities filing information.
13. Engineers Report dated January 14, 2008

SOLICITOR'S REPORT:

The Authority's Solicitor submitted their report dated January 14, 2008. The report was signed and presented by Gary Brienza, of Peters, Moritz, Peischi, Zulick, Landes & Brienza; there were no enclosures.

ENGINEER'S REPORT:

The Authority's Engineer submitted their report dated January 14, 2008. The report was signed and presented by Karl E. Schreiter Jr. P.E., Engineer, of Schreiter Engineering Associates; there were no enclosures.

SUPERINTENDENT'S REPORT:

The Township's Superintendent of Water and Sewer submitted his report dated January 14, 2008. The report was signed and presented by Daniel J. Stahlnecker Superintendent of Upper Saucon Township; he also enclosed a copy of the December DMR State Reports.

INVOICE (S):

At this meeting Aaron B. Attwood, Treasurer submitted invoice(s) for the Authorities approval for payment.

Motion was made and seconded to approve Invoice(s) as submitted by the Treasurer, to be paid by Upper Saucon Township as detailed below:

1. Dimmich & Dinkelacker P.C. invoice # 20980 dated 12/26/07 in the amount of \$360.00 for Coopersburg EHB Appeal 11/14/07 in accordance with the Authority Treasure's recommendation made by the Jan. 14, 2008 report.
2. Peters, Mortiz, Peischl, Zulick, Landes & Brienza LLP invoice # 21123 dated 12/14/2007 in the amount of \$5,057.50 for Coopersburg EHB Appeal 11/13/07 to 12/13/07 in accordance with the Authority Treasure's recommendation made by the January 14, 2008 report.
3. Peters, Mortiz, Peischl, Zulick, Landes & Brienza LLP invoice # 21177 dated 1/8/2008 in the amount of \$7,210.00 for Coopersburg EHB Appeal 11/14/07 to 01/07/08 in accordance with the Authority Treasure's recommendation made by the January 14, 2008 report.
4. Peters, Mortiz, Peischl, Zulick, Landes & Brienza LLP invoice # 21124 dated 12/14/07 in the amount of \$4,230.00 for general file 11/13/07 to 12/13/07 and filing/recording fee \$47.50 in accordance with the Authority Treasure's recommendation made by the January 14, 2008 report.

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5. Peters, Mortiz, Peischl, Zulick, Landes & Brienza LLP invoice # 21178 dated 1/8/08 in the amount of \$3,795.00 for general file 12/14/07 to 01/08/08 in accordance with the Authority Treasure's recommendation made by the January 14, 2008 report.

Vote: Messrs. Bloeser, MacKenzie, Attwood, Cancellieri and Ms. Moore – “aye”

MOTION (S):

Motion was made and seconded to approve Schoor DePalma invoice #07112709, dated 11/30/07, in the amount of \$115.00 for work on the modifications to the return activated sludge system, in accordance with the Authority Engineer's recommendation made by letter dated 12/20/2007.

Vote: Messrs. Bloeser, MacKenzie, Attwood, Cancellieri and Ms. Moore – “aye”

Motion was made and seconded to approve final payment on contract number six, payment request number four to Suburban Testing Labs in the amount of \$4,839.50 (2007) annual laboratory services, in accordance with the Authority Engineer's recommendation made by letter dated 01/03/08.

Vote: Messrs. Bloeser, MacKenzie, Attwood, Cancellieri and Ms. Moore – “aye”

Motion was made and seconded to authorize and execute contract number ten the upgrade of influent pumping station control panel and authorize Chairman to execute said document in accordance with the Authority Engineer's recommendation made by letter dated 01/10/08.

Vote: Messrs. Bloeser, MacKenzie, Attwood, Cancellieri and Ms. Moore – “aye”

Motion was made and seconded to authorize the release of contract documents to be advertised and receive bids for contract eleven for the hauling of liquid bio-solids in accordance with the Authority Engineer's recommendation made by letter dated 01/14/08.

Vote: Messrs. Bloeser, MacKenzie, Attwood, Cancellieri and Ms. Moore – “aye”

ADJOURNMENT:

With there being no further business to discuss, the meeting of the Upper Saucon Sewage Treatment Authority was unanimously adjourned.

Vote: Messrs. Bloeser, MacKenzie, Attwood, Cancellieri and Ms. Moore – “aye”

Next regular meeting of the Upper Saucon Sewage Treatment Authority is scheduled for Monday, February 19, 2008 at 7:00 PM at the Water/Sewer Building.

Respectfully submitted,

Mindy Moore
Secretary