

UPPER SAUCON SEWAGE TREATMENT AUTHORITY

Meeting Held August 19, 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: Mindy Moore, George J. Bloeser, Bruce D. Bush 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

VISITORS:

None

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.

PUBLIC COMMENT: (ANY ITEM ON OR OFF THE AGENDA)

None

VISITORS PRESENTATION:

None

MINUTES:

Motion was made and seconded to approve the February 19, 2008 Upper Saucon Sewage Treatment Authority's meeting minutes, as presented.

Roll Call Vote: Messrs. Bloeser, Cancellieri and Ms. Moore – “aye”
Mr. Bush – “abstain”

Motion was made and seconded to table the October 29, 2007 Upper Saucon Sewage Treatment Authority's meeting minutes.

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

Motion was made and seconded to approve the July 15, 2008 Upper Saucon Sewage Treatment Authority's meeting minutes, as presented.

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

Motion was made and seconded to approve the June 17, 2008 Upper Saucon Sewage Treatment Authority's meeting minutes, as presented.

Roll Call Vote: Messrs. Bloeser, Bush and Cancellieri – “aye”
Ms. Moore – “abstain”

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Motion was made and seconded to approve the May 20, 2008 Upper Saucon Sewage Treatment Authority's meeting minutes, as presented.

Roll Call Vote: Messrs. Bloeser, Bush and Cancellieri – "aye"
Ms. Moore – "abstain"

Motion was made and seconded to approve the April 15, 2008 Upper Saucon Sewage Treatment Authority's meeting minutes, as presented.

Vote: Messrs. Bloeser, Bush, Cancellieri and Ms. Moore – "aye"

CORRESPONDENCE:

A. FOR YOUR INFORMATION DATE SENT: **August 15, 2008**

1. Letter dated July 31, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to George Bloeser, Chairman for Upper Saucon Sewage Treatment Authority re: enclosed the preconstruction meeting minutes for contract #12 secondary clarifier concrete and metal repairs at the WWTP.
2. Email dated August 11, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to Attorney Gary Brienza, Solicitor for USTMA & USSTA re: contractors request for a tax exemption certificate.
3. Letter dated August 11, 2008 from George Bloeser, Chairman for Upper Saucon Sewage Treatment Authority to Kate Crowley, PADEP re: NPDES permit # PA0053147 renewal.
4. Letter dated August 13, 2008 from PA Department of Community and Economic Development to Bruce D. Bush re: a request for a copy of the CPA audit report for 2007.
5. Draft copy of the April 15, 2008 Upper Saucon Sewage Treatment Authority meeting minutes for review and consideration of approval at the August 19, 2008 meeting.

B. FOR YOUR INFORMATION DATE SENT: **August 8, 2008**

1. News print: The Saucon News dated July 31, 2008
2. Letter dated July 23, 2008 from Commonwealth to USSTA re: **SECOND** request for information for the 2007 Annual Report of Municipal Authorities.
3. Draft copy of the 2008 USSTA May 20th meeting minutes for review and approval at the August 19th meeting.
4. Letter dated August 5, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to Michael Kelly, Structural Maintenance system, Inc re: contract #12 comments on the review of materials for the secondary clarifier concrete and metal repair.

C. FOR YOUR INFORMATION DATE SENT: **August 1, 2008**

1. Letter dated July 24, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to Barry Hoffman, Hoffman Electric re: enclosed a copy of the executed documents of change order #4 repair miscellaneous electrical equipment and appurtenances for the influent pump station controller contract #10.

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2. Letter dated July 25, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to Jose Mortagua, Aquanet Environmental, Inc. re: encloses a copy of the executed change order #3 for contract #9 return activated sludge system modifications and the notice of substantial completion.
 3. Letter dated July 28, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to George Bloeser, Chairman for Upper Saucon Sewage Treatment Authority re: encloses an agreement to be executed at the August meeting on the secondary clarifier concrete and metal repair contract #12.
 4. Draft copy of the June 17, 2008 Uppers Saucon Sewage Treatment Authority meeting minutes for review and approval at the August 19, 2008 regular meeting.
- D. FOR YOUR INFORMATION DATE SENT: **July 25, 2008**
1. Draft copy of the Upper Saucon Township Municipal Authority Meeting Minutes held July 15, 2008 for review and revision. Minutes placed on the August 19th agenda for approval.
 2. Letter dated July 17, 2008 from Attorney Gary Brienza, Solicitor for USTMA & USSTA to Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. re: comments on the review of bids, as submitted, for Contract No. 12, secondary clarifier concrete and metal repair.
 3. Letter dated July 18, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to George Bloeser, Chairman for Upper Saucon Sewage Treatment Authority re: recommendation for approval to pay \$3,060.75 invoice #08062087 dated June 30, 2008 from CMX for professional engineering services associated with the on-going design and construction upgrade for the return activated sludge system at the WWTP.
 4. Letter dated July 18, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to George Bloeser, Chairman for Upper Saucon Sewage Treatment Authority re: recommendation for approval to pay \$1,845.00 invoice #08062088 dated June 30, 2008 from CMX for professional engineering services associated with the on-going design and construction upgrade for the influent pump station controller at the WWTP.
 5. Memorandum dated July 17, 2008 from PLGIT to Investment Guide Recipients re: quarterly PLGIT investment guide update.
 6. Letter dated July 18, 2008 from Attorney Gary Brienza, Solicitor for USTMA & USSTA to George Bloeser, Chairman for Upper Saucon Sewage Treatment Authority re: STA / MA October 29, 2008 Special Meeting draft minutes.
 7. Corrected draft copy of the STA October 29, 2007 Special Meeting. Minutes placed on the August 19th agenda for approval.
 8. Letter dated July 23, 2007 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to Michael Kelly, Structural Maintenance Systems, Inc. re: scheduled pre-construction meeting on July 31st at 10AM covering contract #12 secondary clarifier concrete and metal repair at the WWTP.

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9. Letter dated July 24, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to Jose Mortagua, Aquanet Environmental, Inc. re: enclosed three copies of contactor's release and contractor's affidavit for execution and return.
10. Letter dated July 24, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to Barry Hoffman re: executed copy for file of change order number four on contract number ten influent pump station controller.

E. FOR YOUR INFORMATION DATE SENT: July 18, 2008

1. Draft copy of the February 19, 2008 Uppers Saucon Sewage Treatment Authority meeting minutes for approval at the August 19, 2008 meeting.
2. Letter dated July 16, 2008 from Daniel J. Stahlnecker Superintendent of Upper Saucon Water / Sewer to Kate Crowley, Program Manager of Pennsylvania Department of Environmental Protection Water Quality Program re: July 2008 sampling noncompliance at the wastewater treatment plant NPDES permit No. PA 0053147.
3. Letter dated July 16, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to Thomas F. Beil, Township Manager for Upper Saucon Township re: enclosed July 15, 2008 Authority approved and executed copy of Aqua Net Environmental Inc payment request #3 for processing check.
4. Letter dated July 16, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to Richard Delargey, President of Structural Maintenance Systems, Inc re: Notice of Award for the Secondary Clarifier Concrete and Metal Repair as described in Contract #12 documents from the Upper Saucon Sewage Treatment Authority at their Meeting of July 15, 2008.

F. AGENDA August 19, 2008

1. Letter dated August 14, 2008 from Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. to George Bloeser, Chairman for Upper Saucon Sewage Treatment Authority re: payment application number four requested by Aqua Net Environmental for contract number nine for the Return Activated Sludge System Modifications at the WWTP.

SOLICITOR'S REPORT:

The Authority's Solicitor submitted their report dated August 19, 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 August 19, 2008. The report was signed and presented by Karl E. Schreiter Jr. P.E., Engineer, of Schreiter Engineering Associates; there were no enclosures.

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SUPERINTENDENT'S REPORT:

The Township's Superintendent of Water and Sewer submitted his report dated August 19, 2008. The report was signed and presented by Daniel J. Stahlnecker Superintendent of Upper Saucon Township; he also enclosed a copy of the July 2008 DMR State Reports.

INVOICE (S):

Alfred Cancellieri, Assistant Treasurer presented the August 19, 2008 Treasurer's Report prepared by Treasurer Aaron Attwood.

Motion was made and seconded to approve this report as submitted by the Assistant Treasurer; three invoice(s) were enclosed for the Authorities recommendation of payment. Payments to be made by Upper Saucon Township as detailed below

1. Peters, Moritz, Peischi, Zulick, Landes & Brienza,
Invoice number 21788 in the amount of \$6,772.50
For Coopersburg E.H.B. for the period of 07/14/08-08/11/08.
2. Peters, Moritz, Peischi, Zulick, Landes & Brienza,
Invoice number 21790 in the amount of \$700.00
For Coopersburg Arbitration Request for the period of 07/14/08-08/12/08.
3. Peters, Moritz, Peischi, Zulick, Landes & Brienza,
Invoice number 21789 in the amount of \$6,374.00
For general consultation period of 07/10/08-08/13/08.

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

MOTION (S):

Motion was made and seconded to authorize payment of Invoice #08062087, dated 6/30/2008 from CMX in the amount of \$3,060.75 for professional services rendered through June 30, 2008 on the RAS improvements at the WWTP; in accordance with Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. recommendation made by letter dated July 18, 2008.

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

Motion was made and seconded to authorize payment of Invoice #08062088 dated 6/30/2008 from CMX in the amount of \$1,845.00 for professional services rendered through June 30, 2008 on the upgrade of the influent pumping station control panel at the WWTP in accordance with Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. recommendation made by letter dated July 18, 2008

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

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Motion was made and seconded to authorize chairman to execute contract twelve with Structural Maintenance Systems, Inc for the Secondary Clarifier Concrete and Metal Repair at the WWTP; in accordance with Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. recommendation made by letter dated August 15, 2008.

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

Motion was made and seconded to authorize payment of Aqua Net Environmental, Inc. fourth payment request in the amount of \$3,917.75 for contract number nine return Activated Sludge System Modification at the WWTP in accordance with Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates recommendation made by letter dated August 14, 2008.

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

Motion was made and seconded to approve the submission of the South Main Street Area Report for the Corrective Action Plan with corrections to be made as requested by Authority during our current meeting, in accordance with Karl E. Schreiter, Jr., PE, DEE of Schreiter Engineering Associates, Inc. recommendation made by letter dated July 8, 2008.

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

Motion was made and seconded to also approve the amended motion; from the July 19, 2004/August 19, 2008 Upper Saucon Township Municipal Authority meeting; for the Upper Saucon Sewage Treatment Authority. The August 19th amended motion to read as follows:

Motion was made and seconded to create a temporary moratorium on new connections to the sewer system located up stream of manhole #262 in the East Hopewell Road area.

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

Next regular meeting of the Upper Saucon Sewage Treatment Authority is scheduled for Tuesday, September 16, 2008 at 7:00 PM at the Water/Sewer Building.

Respectfully submitted,

Bruce D. Bush,
Secretary

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