

MEETING AGENDA  
Upper Saucon Township Municipal Authority  
(USTMA)

Monday, January 11, 2016 @ 6:00 PM

Location: Upper Saucon Township Water and Sewer Building

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**1. Call Meeting to Order -**

A. Pledge of Allegiance

**2. Roll Call - Members of the Authority and Appointed Professionals**

Bruce Bush  
Mindy Moore  
Joaquin (Jack) DeMatos  
Ronald Reybitz  
Mark Sullivan

**2A. REORGANIZATION - YEAR 2016**

--Elect Chairman

Consideration of a motion to elect \_\_\_\_\_ as Chairman of the USTMA

--Elect Vice Chairman

Consideration of a motion to elect \_\_\_\_\_ as Vice Chairman of the USTMA

--Elect Secretary

Consideration of a motion to elect \_\_\_\_\_ as Secretary of the USTMA

--Elect Treasurer

Consideration of a motion to elect \_\_\_\_\_ as Treasurer of the USTMA

--Elect Asst. Secretary/Treasurer

Consideration of a motion to elect \_\_\_\_\_ as Asst. Secretary/Treasurer of the USTMA

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### **2B. Appointments for 2016** -- Nominations for and then election of the Appointments:

Solicitor -

Suggestion -- Gary Brienza

Firm - Peters, Moritz, Peischl, Zulick, Landes and Brienza

Engineer -

Suggestion -- Karl Schreiter

Firm - Schreiter Engineering Associates

Auditor -

Suggestion - Reinsel, Kuntz, Leshner, LLP

(To conduct the annual audit of the records of the Authority. This firm is also the Auditor for UST)

### **2C. Set meeting dates and time**

--First Monday of each month with the exception of July and September meetings. July's meeting will be held on Tuesday, 7/5 and the September meeting will be held on Tuesday, 9/6.

--Time of meeting -- 6 PM

**3. Notification Announcement** - 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 members of the Authority.

**4. Public Comment** - Public may comment on any item on the Agenda or items not appearing on the Agenda.

**NOTE:** *All citizens/visitors must sign the "speaker sign-in sheet" at the front desk if they want to address the Authority during this portion of the meeting.*

### **5. Approval of the Minutes -**

A. Approval of the draft of the December 2015 Meeting Minutes

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**6. Correspondence Comments** - Authority members may comment on the correspondence packets and/or the "Summary" which they received.

**7. Solicitor's Report - Gary Brienza** (Peters, Moritz, Peischl, Zulick, Landes & Brienza LLP) was unable to attend December's meeting. Gary will also submit a confirming written report.

**8. Engineer's Report - Karl Schreiter PE, DEE** (Schreiter Engineering Associates Inc. - SEA) will discuss the matters he is working on. Karl will also submit a confirming written report. (A copy of Karl's report was sent to each member of the Authority by the Chairman.)

**9. Superintendent of the UST Water and Wastewater Department's Report -** Chris Cope will discuss the matters affecting the Sewage Treatment System. Chris may also submit a confirming written report.

**10. Treasurer's Report**

**11. Motions Required -**

A. Make a motion to approve the release of 90% of the Sanitary Sewer escrow monies as requested by Traditions of America in their 11/9/2015 request. SEA recommended this release of \$748,717.53. Ref: SEA's letter dated 1/6/2016.

**12. Unfinished Business -**

A. Unconnected Sewer Analysis

Reference SEA's letter dated 1/8/2014. Study identified 53 potential properties that should be connected to the sanitary sewers. Status update on the letter that the Authority recommends be sent to the "53".

B. Sewer Tapping Study - update

**13. New Business -**

**14. Courtesy of the Floor -**

**15. Announcements -**

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A. Next scheduled meeting of the Authority will be **Monday, February 1, 2016 @ 6:00 PM** at the Water and Sewer Building.

**16. Adjournment**