

MEETING AGENDA
Upper Saucon Sewage Treatment Authority
(USSTA)

Monday, January 12, 2015; @ 6:30 PM or following the conclusion of the USTMA meeting

Location: Upper Saucon Township Water and Sewer Building

1. Call Meeting to Order

A. Pledge of Allegiance

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

Bruce Bush - Chairman

Mindy Moore - Vice Chairwoman

George Thomas - Treasurer

Joaquin (Jack) DeMatos - Secretary

Ronald Reybitz - Asst. Secretary and Asst. Treasurer

Reorganization

A. Officers for 2015 -

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

B. Appointments for 2015 -- 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

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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)

C. Set meeting dates and time -

---First Monday of each month with the exception of the September meeting which will be held on Tuesday, September 8, 2015.

---Time of meeting - 6:00 PM

3. **Notification Announcement** - All public sessions of the Upper Saucon Township Sewage Treatment 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 not appearing on the Agenda.
No individuals have requested time to address the Authority. This was as of the time of preparation of this 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 minutes from the December 2014 meeting
6. **Correspondence Comments** - Authority members may comment on the correspondence packets or the "Summary" which they received
7. **Solicitor's Report - Gary Brienza** (Peters, Moritz, Peischl, Zulick, Landes & Brienza LLP) will discuss the matters he is working on. 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.
9. **Superintendent of the UST Water and Wastewater Department's Report - Chris Cope** will discuss the matters affecting the Sewage Treatment Plant. Chris may also submit a confirming written report.
10. **Treasurer's Report**

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11. Motions Requested

- A. Consideration of a motion to approve the PADEP Sewage Planning Module for the Cooper Farms development in the Borough of Coopersburg. Reference SEA's letter dated 12/23/2014.

12. Unfinished Business -

- A. Possible UST Ordinance for the purpose of adopting and enforcing the standards and regulations promulgated by the PA DEP which recommends that on-lot management ordinance shall include the "removal of septage or other solids from treatment tanks once every five years or whenever an inspection program reveals that the treatment tanks are filled with solids in excess of 1/3 of the liquid depth of the tank or with scum in excess of 1/3 of the liquid depths of the tank". Ref: "Township of Lower Macungie proposed Ordinance #2013- (to be duly adopted)". – 10/30/2014 Nothing new to report
- B. Waste Water Treatment Plant Concerns and increasing development. See Tom Dinkelacker' e-mail dated 7/23/2014

13. New Business

- A. Bidding Thresholds Increase - Effective 1/1/2015
Pennsylvania Department of Labor announced the bidding thresholds for 2015. They are:
Purchases and contracts below \$10,500 require no formal bidding or written/telephonic quotations
Purchases and contracts between \$10,500 and \$19,400 require three written/telephonic quotations
Purchases and contracts over \$19,400 require formal bidding

14. Courtesy of the Floor

15. Announcements -

- A. Next scheduled meeting of the Authority will be Monday, February 2, 2015 following the adjournment of the USTMA meeting, at the Water and Sewer Building.

16. Adjournment