

# UPPER SAUCON SEWAGE TREATMENT AUTHORITY MINUTES

Meeting Held Monday, March 2, 2015

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Sewage Treatment Authority at approximately 7:00 PM in the public meeting room of the Upper Saucon Township Water and Sewer Department office building, 4774 Saucon Creek Road, Upper Saucon Township, Lehigh County, PA.

## NOTIFICATION:

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 Authority.

## MEMBERS PRESENT:

Bruce Bush - Chairman  
Mindy Moore - Vice Chairwoman  
Joaquin (Jack) DeMatos - Secretary  
Ronald Reybitz - Asst. Secretary and Asst. Treasurer

## MEMBERS ABSENT:

George Thomas - Treasurer

## STAFF PRESENT:

Gary Brienza, Esquire, Solicitor  
Karl E. Schreiter Jr. P.E., Engineer  
Chris Cope, UST Director of Water and Sewer Resources  
John Guignet, UST Assistant Director of Water and Sewer Resources  
Michalene Volk, transcriber

## VISITORS:

None

## PUBLIC COMMENT:

None

## MINUTES:

There were no meeting minutes for February, 2015, since meeting was canceled because of weather.

A motion was made and seconded to approve the meeting minutes for January 12, 2015 as presented.

Motion passed 4 - 0.

## CORRESPONDENCE COMMENTS:

Authority members may comment on the correspondence packets or the "Summary" which they received.

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## **Upper Saucon Sewage Treatment Authority Correspondence for February 2015 Meeting. No meeting was held in February 2015 due to weather conditions.**

*(NOTE: This is a summary of the correspondence prepared by the Chairman. Details must be obtained by reading the actual correspondence)*

*Date list was prepared - 1/27/2015*

*Date of letter: 1/14/2015*

*Letter from: Karl Schreiter, SEA*

*Letter sent to: Nicholas Stolfus, DESCCO*

*Subject: Modifications to Influent Pump Station*

*Contract #19*

*Notice of Award*

*The USSTA at their meeting on 1/12/2015 has issued a Notice of Award for the subject contract to you firm.*

*Date of letter: 1/21/2015*

*Letter from: Bruce Bush (e-mail)*

*Letter sent to: Karl Schreiter, Chris Cope*

*Subject: News from PMAA*

*See the (following) article from PMAA regarding Environmental Laboratory Accreditation.*

*[In brief.....If you have an environmental testing laboratory, let us know if there are any issues with the current regs that you would like to see addressed as DEP begins their review. The Laboratory Accreditation Advisory Committee will be working with DEP staff in this process]*

*Chris responded via e-mail on 1/21 stating that he thinks we will contact Mrs. Martin who is the PMAA rep to the Committee.*

*Date of letter: 1/23/2015*

*Letter from: Karl Schreiter, SEA*

*Letter sent to: Bruce Bush*

*Subject: Modifications to Influent Pump Station*

*Contract #19*

*Contract Documents*

*(Attached) is the Executed Notice of Award.*

*Date of letter: 1/26/2015*

*Letter from: Karl Schreiter, SEA*

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*Letter sent to: Bruce Bush*

*Subject: Modifications to Influent Pump Station*

*Contract #19*

*Contract Documents*

*The following documents were attached:*

- Executed Agreement*
- Performance Bond*
- Labor and Material Bond*
- Certificate of Insurance*

*Agreement must be executed by the Authority as soon as possible.*

*Date of letter: 1/26/2015*

*Letter from: Karl Schreiter, SEA (e-mail)*

*Letter sent to: Bruce Bush and others*

*Subject: Aeration System Evaluation - Final Report*

*(Attached) is a copy of our final evaluation of the existing aeration system at the WWTP. Based on the evaluation, we recommend proceeding with replacement of the existing blowers with three new positive displacement blowers. In addition, a new control system would be added to automatically control air flow to the aeration basins.*

*We can review this report at the next Authority meeting.*

*Since this project will involve modifications to the existing treatment system, we will be required to submit the project to the DRBC for review and approval.*

*( Note: a hard copy of this report will be given to each Authority member as well as an electronic copy)*

*\*\*\*\*\*end of correspondence list for February meeting*

**Upper Saucon Sewage Treatment Authority Correspondence**

(NOTE: This is a summary of the correspondence prepared by the Chairman. Details must be obtained by reading the actual correspondence)

Date list was prepared - 3/2/2015

*Date of letter: 2/25/2015*

*Letter from: Karl Schreiter, SEA*

*Letter sent to: Douglas Sell, CPA*

*Subject: Aeration Tank/RAS Walkway*

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## *Audit Request*

*(Attached) is the information requested by Pat Lincavage of C and T Associates. This project has been completed and the Contractor was paid in full. (Attached) are copies of the payment to the Contractor.*

\*\*\*\*\*end of correspondence list for March meeting

## SOLICITOR'S REPORT:

Solicitor Gary A. Brienza, Esquire presented his report dated March 2, 2015.

## ENGINEER'S REPORT:

Karl Schreiter, PE presented Engineer's report dated February 27, 2015.

Regarding Aeration System Blower Analysis, Mr. Schreiter suggested proceeding with design of new system that would replace current blowers which are near end of useful life. Proposed blowers would have variable speed to properly regulate dissolved oxygen. He estimated actual replacement cost at about \$400,00.00 to \$500,000.00, but design costs are already included in this year's budget. Mr. Schreiter explained the work would require approval by Delaware River Basin Commission, (DRBC). Mr. Cope suggested first contacting DRBC to see if their approval is necessary. Mr. DeMatos thought it plausible that DRBC approval would be unnecessary because proposal would involve a change only in control of blowers. Consensus of Board was to proceed with design of new blower system as suggested by Mr. Schreiter. No motion was necessary.

Regarding NPDES Permit application, PADEP may possibly require new limits that are difficult to test and maintain. Mr. Shreiter believes a new standard may be required for a common plasticizer that is used in many consumer and construction products. He is waiting for a reply regarding the NPDES Permit application.

## SUPERINTENDENT'S REPORT:

Mr. Cope reported the plant has hired a new employee on February 9, 2015. He also reported one of the plant's employees will soon take test for operator's license.

He will soon have an electrical review of entire plant.

Plant is in compliance.

## TREASURER'S INVOICE(S):

At this meeting Assistant Treasurer Ron Reybitz submitted reports dated February 2 and March 2, 2015. There were two invoices submitted by the Authorities' solicitor, for \$3,405.00 and \$540.00 for the Authority's approval and request for payment by Upper Saucon Township.

A motion was made and seconded to approve treasurer's reports as presented.

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Motion passed unanimously.

MOTION (S):

None

OLD BUSINESS:

Waste Water Treatment Plant Concerns and increasing development. See Tom Dinkelacker' e-mail dated 7/23/2014.

Nothing new was reported on the above item.

NEW BUSINESS:

Mr. Bush presented information to Board Members about Spring management workshops conducted by Pennsylvania Municipal Authorities Association conducted at the Hotel Hershey.

ANNOUNCEMENTS:

Next regular meeting of the Upper Saucon Township Sewage Treatment Authority is scheduled for Monday, April 6, 2015 @ 6:00 PM, or following the adjournment of the USTMA meeting, in the public meeting room of the Upper Saucon Township Water and Sewer Department office building, located at 4774 Saucon Creek Road, Upper Saucon Township, Lehigh County, PA.

ADJOURNMENT:

With there being no further business to discuss, the meeting of the Upper Saucon Sewage Treatment Authority was unanimously adjourned at approximately 7:34 pm.

Respectfully submitted,

Jack DeMatos,  
Secretary