

UPPER SAUCON SEWAGE TREATMENT AUTHORITY MINUTES

Meeting Held Monday, February 1, 2016

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Sewage Treatment Authority at approximately 7:17 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
Mark Sullivan – Treasurer

STAFF PRESENT:

Gary A. 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

VISITORS:

None

PUBLIC COMMENT:

None

MINUTES:

A motion was made and seconded to approve the meeting minutes for January 11, 2016 with the following amendments:

Clarified that a motion was passed to accept both 2016 Appointments and Meeting times.

Motion passed unanimously.

CORRESPONDENCE COMMENTS:

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

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

Dates the list was prepared or amended - 1/19/2016, 1/28/2016

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Date of letter: 1/15/2016

Letter from: Karl Schreiter, SEA

Letter sent to: Henry Patel, HMB Management Inc

Subject: Hotel Complex

UST IPP Permit Number 2016-2

(Attached) is a draft copy of your Industrial Pretreatment Class 2 Wastewater Contribution Permit for your facility. Review the permit and provide your comments no later than March 1, 2016.

Date of letter: 1/15/2016

Letter from: Karl Schreiter, SEA

Letter sent to: Ryan Clark, MS Center Valley, LLC

Subject: UST Permit Number 2016-1

(Attached) is a draft copy of your Industrial Pretreatment Class 2 Wastewater Contribution Permit for your facility. Review the permit and provide your comments no later than March 1, 2016.

Date of letter: 1/15/2016

Letter from: Chris Cope, UST (e-mail)

Letter sent to: Bruce Bush

Subject: WWTP Comprehensive Report - 2nd Proposal Meeting

John and I have decided to invite the engineering firm of Gannett Fleming Inc., to a proposal meeting on Thursday, 1/21/2016, at 10 AM.

John and I decided on Gannett Fleming based on their earlier submittal package to the Township (for stormwater work) as well as recommendations from former co-workers at Lehigh County Authority. The submittal package is (attached) for your review.

Date of letter: 1/26/2016

Letter from: Thomas Beil, UST

Letter sent to: Darryl Fritz, PADEP

Subject: Task and Activity Report for Act 537 Plan Update

(Enclosed) is an executed original of the Task and Activity Report for UST's proposed Act 537 Plan update.

(Estimated cost of the Plan is \$50,000. Completed Plan to be submitted to DEP by October 2016.)

Date of letter: 1/27/2016

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

Letter sent to: Bruce Bush

Subject: Sewer Capacity Tapping Fee Charge to Coopersburg

This is going to be the basis for selling additional connections to the Borough to service Oxford Ridge. We can discuss at the next meeting.

Note: Karl's e-mail forwarded the following e-mail from David Busch dated 1/27/2016.....

(Attached is a memo and exhibits addressing the maximum charge per gallon and per EDU that can be charged to Coopersburg for additional capacity. The fee should be

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consistent with the Capacity portion of the tapping fee charged to customers within UST. The memo and exhibits reflect the current maximum fee.

(From David's letter: The Sewage Authority and Township are justified in charging \$3,846.95 per EDU or \$15.60 per gallon for the sale of capacity to the Borough of Coopersburg)

Note: a copy of this e-mail and its attachments will be given to each member of the Authority at the February, 2016 meeting

*****end of correspondence list for February

SOLICITOR'S REPORT:

The Solicitor's Report dated February 1, 2016 was presented by Solicitor Brienza.

Solicitor Brienza explained that the Benckini lawsuit involves the STA as well as the MA. However, it is unclear if he is suing only the MA or both the MA and STA.

ENGINEER'S REPORT:

Karl Schreiter, PE presented Engineer's report dated January 29, 2016.

Mr. Schreiter updated the Authority on the Aeration System Blower design project saying that he is going to meet with the designers to get the design finalized and ready for bid.

Mr. Schreiter said he sent the Act 537 Plan Revision to the DEP on Tuesday and is waiting for approval.

Mr. Schreiter has one motion required at tonight's meeting.

SUPERINTENDENT'S REPORT:

Mr. Cope said he met with two firms for comprehensive review of the wastewater treatment plant. They have both toured the plant but he has not seen any reports yet.

Mr. Bush said his plan is to give the reports to the members of the Authority and give them thirty days to review and see if one report is preferred. He would like to give these out at the March meeting. In April, they could decide if they would like a formal presentation. If so, that would happen in May and a final decision would be made in June or July. Mr. Cope said his only concern is keeping this in the 2016 budget.

Mr. Bush said that both presentations may be too long for the May regular meeting. Mr. DeMatos said they could have a special meeting in May if needed.

Mr. Cope reported the plant is in good condition and is in compliance.

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TREASURER'S INVOICE(S):

Treasurer Mark Sullivan submitted a report including a request for payment to the Authorities' Solicitor. The invoice totals \$1,185.00 for the Authority's approval and requests payment by Upper Saucon Township.

Motion was made and seconded to approve treasurer's report as presented by the treasurer and for the payment of \$1,185.00.

Motion passed unanimously.

MOTION (S):

Motion was made and seconded to approve the revised Sewer Connection Plan associated with the Corrective action Plan for the South Branch Interceptor as outlined in SEA letter January 19, 2016.

Motion passed unanimously.

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".

A copy of the Lower Macungie Township Ordinance #2013-09 was given to each member of the Authority at the September meeting.

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

C. Redraft of Upper Saucon NPDES Permit. Anything new to report?

D. Waste Water Comprehensive Report –
Update on statue

Two firms have been asked to submit proposals and they are (1) Gannet Fleming and (2) Kleinfelder Engineering.

NEW BUSINESS:

Ms. Moore said the Upper Saucon Township website listed her term incorrectly as ending on 12/31/2016. She said they need to add one more year. Mr. Cope will check into this with the Township. Mr. Brienza said they are five-year terms.

Mr. Cope said the Township is looking for updates of the website's design and he would like feedback to give the Township.

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ANNOUNCEMENTS:

Next scheduled meeting of the Authority will be Monday, March 7, 2016 following the adjournment of the USTMA meeting, at the Water and Sewer Building.

ADJOURNMENT:

With there being no further business to discuss, the meeting of the Upper Saucon Sewage Treatment Authority was unanimously adjourned at approximately 7:35 pm.

Respectfully submitted,

Jack DeMatos,
Secretary

