

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, April 6, 2015

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Township Municipal Authority at approximately 6:00 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
Joaquin (Jack) DeMatos - Secretary
George Thomas - Treasurer
Ronald Reybitz - Asst. Secretary and Asst. Treasurer

MEMBERS ABSENT:

Mindy Moore - Vice Chairwoman

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

VISITORS:

Bruce Bednick, concerning his lot at 6660 Faith Avenue
Chris Sajack, of Traditions of Hanover, representing Mr. Bednick

PUBLIC COMMENT:

Mr. Bednick explained to the Authority that he purchased the lot at 6660 Faith Avenue in October 2014 to build a house on. He confirmed with the Township before purchasing it that he would be able to build a house on this lot. Now that he has requested a building permit, the Township has denied it because there are no sewer connections available.

Solicitor Brienza said that in 2014, Brinley Construction was given the last seven sewer connections to be used to begin a new housing development. They were to use the EDUs immediately. To date, they have not used them.

Mr. Schreiter added that the only way to be given more connections is to see the DEP. Mr. DeMatos would like Brinley to return the EDUs if they are not using them yet.

Solicitor Brienza is going to contact Township Solicitor Tom Dinkelacker about the agreement with Brinley and having the EDUs returned. He will keep the lot owner informed of the progress.

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MINUTES:

Approval of the January 12, 2015 has been tabled until the May 4, 2015 meeting when Ms. Moore will be in attendance. She would like revisions to the minutes.

No meeting minutes for the February meeting; the meeting was cancelled because of weather conditions.

A motion was made and seconded to approve the meeting minutes for March 2, 2015 as amended.

Motion passed 3 - 0, with Mr. Thomas abstaining.

CORRESPONDENCE COMMENTS:

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

Upper Saucon Municipal Authority Correspondence for April Meeting (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 - 3/23/2015, 3/26/2015

Date of letter: 3/3/2015

Letter from: Karl Schreiter, SEA

Letter sent to: Leo Livengood, Livengood Excavators, Inc

Subject: Oakhurst Drive Low Pressure Sewer Extension

Contract #27

Public Works Employment Verification Act

The "Act" requires all public works contractors and subcontractors to ensure that all employees performing work on public works projects are authorized to work in the United States.

Your firm must meet these requirements and we have attached a form that must be completed by your firm and all subcontractors on this project.

Date of letter: 3/3/2015

Letter from: Karl Schreiter, SEA

Letter sent to: Robert Ciccone, RGC Development

Subject: 2015 Annual Supplemental Repair/Installation of Gravity Sanitary Sewers and Water Distribution Facilities

Public Works Employment Verification Act

The "Act" requires all public works contractors and subcontractors to ensure that all employees performing work on public works projects are authorized to work in the United States.

Your firm must meet these requirements and we have attached a form that must be completed by your firm and all subcontractors on this project.

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Date of letter: 3/3/2015

Letter from: Gary Brienza, Solicitor (e-mail)

Letter sent to: J Slagle, UST

Subject: Pierpoint Slater

The Authority would like me to proceed to take whatever steps necessary to get the easement signed and recorded. They would also like to see the dedication of the line as indicated on the recorded plan. I'm not sure if the owner(s) are the same as when the plan was submitted or if we are looking at a new owner. Advice

Date of letter: 3/3/2015

Letter from: J Slagle, UST (e-mail)

Letter sent to: Gary Brienza

Subject: Pierpont Slater

The property where the off-site easement is located is Township owned. Subject property is now owned by:

Old Bethlehem Pike Development LP

It is now the site of the St. Luke's Medical Offices located just south of the Copperhead Grill across from the school on Old Bethlehem.

It appears the easement language is not needed but maybe the lines on the old Pierpont property need to be dedicated?

Date of letter: 3/3/2015

Letter from: Gary Brienza, Solicitor (e-mail)

Letter sent to: T Dinkelacker, LV Law Practice

Subject: Pierpont Slater - 5828 Old Bethlehem Pike

It appears the easement issue is no more.

The dedication of the lines however would seem to be a problem that does need to be cleared up at this point. Review and let me know your thoughts on this.

Date of letter: 3/3/2015

Letter from: Tom Beil, UST (e-mail)

Letter sent to: Gary Brienza

Subject: Pierpont Slater

I agree with your assessment. This matter is concluded as far as I'm concerned.

Date of letter: 3/3/2015

Letter from: Gary Brienza, Solicitor (e-mail)

Letter sent to: Tom Beil, UST

Subject: Pierpont Slater

Except for Dink preparing a bill of sale to get the lines dedicated?

Date of letter: March 4, 2015

Letter from: Tom Dinkelacker, LV Law Practice (e-mail)

Letter sent to: J Slagle & Gary Brienza

Subject: Pierpont Slater

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The area designated for a sewer easement is owned by UST and an easement is not necessary.

We should ask the developer (if still around) to execute a bill of sale to UST for the sewer line.

Ask for you and Karl's thoughts. If you agree, I will prepare a bill of sale.

Date of letter: March 4, 2015

Letter from: Gary Brienza, Solicitor (e-mail)

Letter sent to: Tom Dinkelacker and J Slagle

Subject: Pierpont Slater

Totally agree (reference Tom D. March 4, 2015 e-mail)

Date of letter: March 4, 2015

Letter from: J Slagle, UST (e-mail)

Letter sent to: Tom Dinkelacker and Gary Brienza

Subject: Pierpont Slater

Here are the two addresses that show up in the files.

Andrew F. S. Warner

Pierpont Slater Properties

David Weinstein, Warner Partners

C/O Sunburst Property Management

739 N 12th Street

Allentown PA

Second address is a management company that was handling the escrow account.

Date of letter: March 4, 2015

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

Letter sent to: B Bush and others

Subject: Public Works Employment Verification Form

(Attached) is the signed form verifying that this Contractor (RGC Development LP) meets the requirements of this Act. Form must be kept on file.

Date of letter: 3/9/2015

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

Letter sent to: Bruce Bush and others

Subject: Public Works Employment Verification Form

(Attached) is the form for Livengood Excavators Inc. Form must be kept on file.

Date of letter: 3/10/2015

Letter from: Karl Schreiter, SEA

Letter sent to: Joanna Slagle, UST

Subject: Lutron Building CB-4 Addition

Site Development Plan Review

We reviewed the Plan as prepared by Barry Isett and Associates, dated 10/6/2014 with revisions through 2/12/2015.

Only comments:

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Sanitary Sewer note must be revised to change Ordinance 42-L to 42-R
Add note that all sanitary sewer construction must be completed in conformance with requirements of USTMA technical documents and Ordinances.

Date of letter: 3/11/2015

Letter from: Karl Schreiter, SEA

Letter sent to: Leo Livengood, Livengood Excavators Inc

Subject: Oakhurst Drive Low Pressure Sewer Extension

Contract #27

Change Order #1

(Attached) is change order #1. This change order is for extending low pressure sewer on the Beck property. Please execute the document and return the document to SEA. Amount of the change order is \$ 11,155.78

Date of letter: 3/13/2015

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

Letter sent to: Bruce Bush

Subject: Revised Sewer Connection Plan

(Attached) is a draft copy of the subject for the SBI. Please distribute it to the Authority for we can discuss it at the April meeting.

(Note: Bruce asked Chris Cope to make a copy for each member and to have the copy mailed to each member of the Authority. Date of request 3/23/2015)

Date of letter: 3/14/2015

Letter from: Karl Schreiter, SEA

Letter sent to: Joanna Slagle, UST

Subject: Saucon Valley Crossings

Rough Utility Layout Plan Review

We reviewed the Plan as prepared by Lehigh Engineering Associates, dated 2/27/2015.

Plan outlines proposed reconstruction of water and sewer utilities within the existing Saucon Valley Estates Mobile Home Park.

We concur with the conceptual design presented.

A note must be added to the drawing that all sewer work must be in c

Conformance with requirements of UST and USTMA ordinances and specs.

Plan only presents a plan view of the proposed modifications. A final review must be completed once both plan and profile drawings are submitted for review.

Date of letter: 3/18/2015

Letter from: Gary Brienza, Solicitor

Letter sent to: Sherri Ann Beck, Oakhurst Drive

Subject: Easement Agreement

The (enclosed) Agreement is for your review and signature. Return the Agreement to my office.

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Date of letter: 3/20/2015

Letter from: Karl Schreiter, SEA

Letter sent to: Joanna Slagle, UST

Subject: HMB Management -- Hotel Sketch Plan

Preliminary / Final Plan Review

We reviewed the Plan dated 12/1/2013 with revisions through 2/27/2015.

Karl's comments:

Sanitary sewer note must be changed from 42-L to 42-R.

Cleanout required at the 45 degree bend in the lateral pipe leaving the building.

Manhole shown on this line could also be moved to the bend and eliminate the need for the cleanout.

All segments that are in excess of 25 feet deep must use epoxy coated ductile iron pipe.

Grease trap must be designed to meet the required depths. A structural analysis must be completed to document that the structure can be used at the proposed depths.

Sewer flows would be part of the allocation for the Stabler properties. Must be noted that there are currently no prohibitions or other restrictions at this time regarding sewage capacity at the WWTP or interceptor/collection system servicing the property.

However, a significant wet weather event on 8/28/2013 caused flooding the area and resulted in a sanitary sewer overflow in the area. The incident was reported to PADEP and no action regarding this incident was taken by PADEP as of this date. Additional analysis must be completed by the Township to determine the impact of the SSO event of future available capacity.

Developer will have to submit a Township Planning Module. No assessment of available capacity will be made until the Land Development Plan and the Planning Module have been submitted. Developer will need to submit an Industrial Pretreatment Wastewater Discharge Application. The application will need a statement from a hauling contractor that they can adequately service the grease interceptor facility at the proposed depth of the unit.

Date of letter: 3/23/2015

Letter from: Karl Schreiter, SEA

Letter sent to: Joanna Slagle, UST

Subject: HMB Management -- Hotel Project

Project Cost Review

We reviewed the Engineer's Opinion of Probably Construction Costs for the HMB Management Hotel and Banquet Center, dated 3/10/2015.

Comments:

Cost for the grease trap is low. Proposed structure is about 20 feet deep. This structure will be a special design that will cost more than standard units.

Lateral piping will be ductile iron pipe, not PVC. This pipe is shown to be in excess of 15 feet deep.

Manhole costs do not reflect the deep manholes needed for the project.

All sewer improvements on the site will be laterals servicing the new building. Building's owner will be responsible for maintenance of the facilities. Although no facilities will be dedicated to the USTMA, they still must be constructed per the USTMA's standard specifications.

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If the Township wants to have an escrow for these facilities, the sewer construction cost must be revised and resubmitted for approval.

Date of letter: 3/30/2015

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

Letter sent to: Bruce Bush

Subject: Oakhurst Drive Low Pressure Sewer Extension

Change Order #1 must be approved at the April Authority meeting.

Date of letter: 3/30/2015

Letter from: Karl Schreiter, SEA

Letter sent to: Leo Livengood, Livengood Excavators, Inc

Subject: Oakhurst Drive Low Pressure Sewer Extension

Contract #27

Notice of Substantial Completion

(Attached) are 3 copies of the Notice of Substantial Completion for subject project.

Execute these documents and return them to our office.

Date of letter: 3/30/2015

Letter from: Karl Schreiter, SEA

Letter sent to: Rob Miller, Livengood Excavators, Inc

Subject: Traditions of America Subdivision

Review of Material Submittal

We reviewed your transmittal dated 3/24/2015 regarding the material to be used on subject project. Both products are approved.

Date of letter: 4/1/2015

Letter from: Karl Schreiter, SEA

Letter sent to: Bruce Bush

Subject: Oakhurst Drive Low Pressure Sewer Extension

Contract # 27

Payment Request #1

We reviewed the Request dated 3/27/2015 as submitted by Livengood Excavators Inc and have approved it. The amount of the Request is \$ 139,766.62. Project is complete and is ready to be placed into service. System has been tested by Township Staff and found to be satisfactory.

Date of letter: 4/1/2015

Letter from: Karl Schreiter, SEA

Letter sent to: Bruce Bush

Subject: Oakhurst Drive Low Pressure Sewer Extension

Contract #27

Payment Request #2

We reviewed the Request and have approved it for payment. The amount of the Request is \$11,155.78. This cost represents the costs for Change Order #1 which

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authorized the extension of service to 2183 Oakhurst Drive. In addition, the contractor supplied the lateral valve assemblies for each lateral connection.

*****end of correspondence list for April meeting

SOLICITOR'S REPORT:

Solicitor Gary A. Brienza, Esquire presented his report dated April 6, 2015.

Regarding Center Valley Mobile Home Park, Solicitor Brienza will need the Authority to take the next step in filing a lein against this property. Mr. Schreiter and Mr. Cope met with a party interested in buying the property and updating it. The Authority is in agreement for Solicitor Brienza to proceed with 42R/L as if there are no potential buyers.

ENGINEER'S REPORT:

Karl Schreiter, PE presented Engineer's report dated April 3, 2015.

Mr. Schreiter said that he has requested a maintenance bond on the Oakhurst Drive Sewer Extension project. Mr. Cope explained that sod was put down too fast and thinks there will be resident complaints.

Mr. Schreiter said that in order to add the North Branch Interceptor, a permit to cross wetlands and a stream crossing is needed.

Mr. Schreiter explained his study on Groundwater Monitoring in order to determine if more sewer connections should be allowed. Based on historical and current data, he believes that the Township can add many more sewer connections. He added that he would need to send the request for more connections to the DEP for authorization. The Authority is concerned if many more connections are available, development would skyrocket in the Township.

A motion was called for and none made to submit the revised sewer connection plan. The issue failed for lack of a motion.

SUPERINTENDENT'S REPORT:

Mr. Cope said he is looking into purchasing a point repair system for the Township for this doesn't have to be contracted out.

TREASURER'S INVOICE(S):

Treasurer George Thomas submitted a report including a request for payment of administrative fees totaling \$200.

Motion was made and seconded to approve treasurer's report as presented by treasurer for the payment of \$200.

Motion passed unanimously.

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MOTION (S):

A motion was made and seconded to approve Change Order #1 to Contract #27, Oakhurst Drive Low Pressure Sewer Extension, Contractor - Livengood Excavators Inc. Change Order is for extending low pressure sewer on Beck property. Amount of the Change Order is \$11,155.78. Ref: SEA letter dated 3/11/2015.
Motion passed unanimously.

A motion was made and seconded to approve the payment of \$139,766.62 to Livengood Excavators Inc for work completed on the Oakhurst Drive Low Pressure Sewer Extension, Contract # 27. Ref: SEA's letter dated 4/1/2015.
Motion passed unanimously.

A motion was made and seconded to approve the payment of \$ 11,155.78 to Livengood Excavators Inc for work authorized by Change Order #1 to Contract # 27. Ref: SEA's letter dated 4/1/2015.
Motion passed unanimously.

A motion was made and seconded to authorize the Chairman to sign the Beck Easement, Oakhurst Drive Project. Ref: Gary Brienza request, 4/1/2015.
Motion passed unanimously.

UNFINISHED BUSINESS:

The Unconnected Sewer Analysis has been given to Township Manager Tom Beil for action. Mr. Schreiter added that further action has not been taken because he didn't receive all the needed data until last week.

NEW BUSINESS:

None

ANNOUNCEMENTS:

The next scheduled meeting of the Upper Saucon Township Municipal Authority is scheduled for Monday, May 4, 2015, at 6:00 p.m. 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 Municipal Authority was unanimously adjourned at approximately 7:22 pm.

Respectfully submitted,

Jack DeMatos,
Secretary