

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, June 6, 2016

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Township Municipal Authority at approximately 6:02 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 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 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 - EXCUSED ABSENCE
John Guignet, UST Assistant Director of Water and Sewer Resources
Wendy Sinko, Water/Sewer Clerk (transcriber)

VISITORS:

None

PUBLIC COMMENT:

None

MINUTES:

A motion was made and seconded to approve the meeting minutes for May 2, 2016 with the following revision:

- Under Solicitors Report, it should read “She knows of an AQC (age qualified community) where homeowners need to pay to move in or move out. Mr. Brienza said he does not think the Mountain Glen HOA is that severe.

Motion passed unanimously.

CORRESPONDENCE COMMENTS:

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

Ms. Moore commented on Mr. Schreiter’s letter to Mr. Beil dated 5/6/16 regarding Stabler lot 10 receiving approval for a 6th exemption and she questioned what the 6th

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exemption was. Mr. Schreiter explained that the DEP saw there had been overflows in the last 2-3 years so he needed to prove that those overflows were due to extreme wet weather events. The DEP accepted his explanation so therefore, no Planning Module is required.

Mr. Schreiter noted that he also received Planning Module exemptions for Sacred Heart and MS Center Valley projects as well.

(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 or amended: 5/30/2016, 5/31/2016, 6/1/2016

Date of letter: 5/3/2016

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

Letter sent to: Tom Dinkelacker and Tom Beil

Subject: Mountain Glen

I saw the photos that Chris/John took at Mountain Glen yesterday. There were 3-4 properties (at least) that have significant issues with the easement. I think we need to sit down again with these photos and any others that Chris/John may take to discuss where we are going. It may be that that we (Township and Authority) do not want dedication. I would expect that Ms. Lang should be a part of the discussion.....with an update on the HCA aspect.

Date of letter: 5/5/2016

Letter from: Douglas Haberbosch, Pidcock Company (e-mail)

Letter sent to: Karl Schreiter, SEA

Subject: Camp Meeting Road -- Sanitary Sewer HOP

For your records, (attached) is a copy of the PENNDOT HOP for the proposed sanitary sewer lateral to the camp property.

Date of letter: 5/6/2016

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

Letter sent to: Tom Beil, UST and others

Subject: Stabler Center Lot 10 -- Planning Exemption Request

It looks like the exemption got approved.

(Karl forwarded an e-mail from Rob Sterner, PaDEP, dated 5/6/2016 in which Rob informed Karl that "approval letter went out yesterday".

Date of letter: 5/6/2016

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: High Hotels, Ltd. ----

Stabler Lot 10, Plan Review

We reviewed the Plan, sheets 1-16, dated 9/8/2015 with revisions through 3/18/2016.

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(Karl had no comments on the sheets he reviewed except for the comment that they will change the pipe from SDR-35 to SDR-26 on the final construction drawings)

Date of letter: 5/9/2016

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

Letter sent to: Tom Beil, UST and others

Subject: TGA at LVGC Pump Station Requirements

(Attached) is a draft of a letter regarding TOA requirements if Brinley does not move ahead of them. This was requested by the TOA Engineer.

While preparing this draft, the following issues must be addressed. In the past, the USTMA designed any pump station facilities that were associated with subdivisions. This was the case for both the Country Club and Spring Valley Pump Stations. As a result, the Authority was able to get a pump station that met their requirements. In both cases, the Developer paid for design and construction of the facilities. If we allow the Developer to proceed with design of the station in this case, we recommend that the Authority develop a standard specification for design and construction of the pump station.

To date, the only design requirements for sewage facilities close to this are for OLFE facilities. The design requirements are contained in Ord #143.

This issue should be resolved prior to finalizing the requirements for TOA at LVGC.

Date of letter: 5/10/2016

Letter from: Karl Schreiter, SEA

Letter sent to: Bruce Bush

Subject: South Branch Interceptor Corrective Action Plan

Revised Sewer Connection Plan

Under the current schedule, it now appears that the Locust Valley Golf Course subdivision is proceeding ahead of the Brinley Court project. Purpose of this letter is to clarify the sewer related requirements for LVGC subdivision in the event it will be constructed first.

(Note: a copy of this letter was provided to each member of the Authority at the June meeting of the Authority)

Date of letter: 5/16/2016

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

Letter sent to: Gary Brienza and Bruce Bush

Subject: WWTP Study/Analysis

Spoke to Mark this afternoon and he is going to revise his scope of work to the changes that we have suggested. He will submit that revised scope of work to me with a contract agreement. Once we review everything and feel satisfied, I can request a PO # for this work.

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Date of letter: 5/23/2016

Letter from: Karl Schreiter, SEA

Letter sent to: Bruce Bush

Subject: Traditions of America - Phase 2

Review of video inspection

We reviewed the videotapes from a television inspection of the sewer of this subdivision. Purpose of the inspection was to determine the current condition of the sewers. Inspection was conducted on 5/16/2016 by Township Staff.

Segment MH#A26-MH#A27

Overall pipe segment appeared in acceptable condition

Segment MH#A27-MH#A28

One minor sag in this segment that was less than 1/4" deep. Pipe segment appeared to be in acceptable condition

Note: the lateral for lot #119 appears to have a bur at the joint located at the lateral elbow. This must be addressed by the developer.

Segment MH#A45-MH#A44

Overall pipe segment appeared to be in acceptable condition.

Segment MH#A44-MH#A43

There was a pipe sag (about 1/4") located 7 feet from MH #43. Overall pipe segment appeared to be in marginally acceptable condition.

Segment MH#A43-MH#A27

Date of letter: 5/23/2016

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Jani/Papciak Subdivision - Township Planning Module Review

6193 Blue Church Road

Proposed project will subdivide an existing parcel into three lots. The plan shows an existing house on one parcel, an existing barn on the second parcel and a proposed dwelling on the third lot. Therefore, this subdivision requires two additional edu's for future connections. The existing home is connected to the sewer located along Blue Church Road South. The remaining two lots would be connected to the same sewer in the future.

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There is sufficient capacity to service the two additional edu's associated with this subdivision.

Recommend that the planning module be approved by both the USTMA and the USSTA.

Date of letter: 5/23/2016
Letter from: Karl Schreiter, SEA
Letter sent to: Patricia Lang, UST
Subject: Jani/Papciak Subdivision - Preliminary/Final Land Development Plan Review.....6193 Blue Church Road
(See above letter dated 5/23 for a description of the project)

Karl had one comment.....Utility Note #5 must be modified to reference UST Ordinance #42R, not #42L.

Date of letter: 5/24/2016
Letter from: Karl Schreiter, SEA
Letter sent to: Patricia Lang, UST
Subject: Kay Landis Mill, LLC - Preliminary Plan Review
We reviewed the Plan by Kay Builders dated 10/5/2015 with revisions through 5/9/2016. Proposed subdivision appears to be comprised of 94 building lots and one existing residential unit located adjacent to Landis Mill Road and Old Bethlehem Pike. The property would be serviced through the South Branch Interceptor.

(Karl's major comments were.....The current sewer easement for the South Branch Interceptor is proposed to go through lots 1-10. This issue must be discussed with the Authority and its Solicitor. Also, Lot 97 is proposed to be a storm water infiltration area and is located next to the South Branch Interceptor. This will increase the potential for groundwater infiltration into the interceptor in this area. Developer must address how they wish to mitigate this issue.)

See the letter for other comments.

Date of letter: 5/27/2016
Letter from: Karl Schreiter, SEA
Letter sent to: Patricia Lang, UST
Subject: MS Center Valley, LLC - Preliminary / Final Plan Review
We reviewed the Plan dated 11/3/2015 with revisions through 5/20/2016.
(Karl had no comments on the sheets he reviewed)

*****end of correspondence list for June meeting

SOLICITOR'S REPORT:

The Solicitor's Report dated June 6, 2016 was presented by Solicitor Brienza.

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Solicitor Brienza said Brinley has not approached him with any new changes since February. However, Brinley did ask Tom Beil for a "wish list" of items which have previously been denied several times. As far as the Township is concerned nothing has changed and the ball is still in their court.

Mr. Schreiter noted that he had been previously contacted by Brinley asking for an outline of what happens if TOA Locust Valley goes in first.

Solicitor Brienza indicated that Mr. Benckini was granted an extension so now we are just waiting for the judge.

Mr. Brienza noted that Saucon Crossing Mobile Home Park is going to update their plans for replacing the water and sewer lines within the Park and resubmit them to the Township for approval. Mr. Schreiter added that he has reviewed and made changes regarding Saucon Crossings Mobile Home Park and said the Township will need to consider if it will want to take possession of the utilities after they're rebuilt to Township specs. He also noted that the connection at the back end of the trailer park is the only part that would not be dedicated to the Township but that no one is really sure exactly where that line runs. We have previously tried to TV this back section but were unsuccessful because there is a trap in the way. It was also determined that this likely runs through private property.

Solicitor Brienza let the Authority know that he will try and get the tapping fee on the meeting schedule.

Mr. Brienza said that Chris and John have confirmed that several properties in the Mountain Glen subdivision are encroaching on our sewer easements. Ms. Lang is supposed to be addressing these issues with HD Associates and that Pidcock insists there are no encroachments. Solicitor Brienza is waiting to find out the status from Ms. Lang and will schedule a meeting for next week.

Solicitor Brienza discussed the 52 properties and stated that Mr. Cope has prepared a draft letter and gave it to Mr. Beil who is currently working on revisions for the Authority to review. From there it will go to the Board of Supervisors.

Mr. Brienza has two other issues to be discussed at the meeting next week. One, since the Peppercorn Pub has been converted to apartments the owner needs to purchase 7 additional EDU's. Mr. Beil has given them a discount on pricing for the additional EDU's.

Solicitor Brienza stated that Coopersburg is also requesting additional 30 EDU's and as per Mr. Schreiter should be charged \$3,200/EDU. Mr. Erdman is arguing that Coopersburg should not have to pay.

Mr. Brienza stated that he has nothing additional on the Cumorah/Kay Builders development. Mr. Schreiter stated that Mr. Sear (Township Zoning Officer) is giving lot

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approval prior to the Engineer review/approval and that our Easements were clearly marked on the drawings. He also told everyone that the grading towards the back of the Development was supposed to be much less steep than what it currently is so that the Township would be able to get a vehicle in there if necessary. Mr. Guignet noted that some of the same encroachment issues exist in this development as Mountain Glen.

Mr. Guignet said that we may have to budget for an Easment Sewer Jet Machine that can get into places where our vac truck can't. Ms. Moore asked how we found the buried manholes in Mountain Glen and Mr. Guignet informed her that any manhole that is buried is usually found by TV'ing.

ENGINEER'S REPORT

Karl Schreiter, PE, presented Engineer's report dated June 3, 2016.

Mr. Schreiter said that a realtor called him and asked for a time frame for the Sunset Drive/Ackerman's Lane sewer project and that he gave them a time frame of 3-5 years. He stated as of right now construction has been pushed back to at least 2017 and that a pump station will be required to service Ackerman's Lane.

Mr. Schreiter said he did get approval for the 537 and has started gathering information to put a new book together. Some areas located on the "fringes" of the Township (like all the way out Flint Hill Road) will be eliminated due to cost. He would like to review repair records from the last 15 years but states they cannot be found and he will need to see if he can get a copy from Pidcock.

Mr. Schreiter stated that the Preston Lane Slip-Lining Project will likely start following the Center Valley Parkway water project, probably end of August or sometime in September. However, we have to wait until the Roads Department completes the Camp Meeting Road project and due to that, this project could get pushed back to 2017.

Mr. Schreiter verified that the contractor for the Oakhurst leaking manhole has been notified and that it is still covered under the maintenance agreement.

Mr. Schreiter reported that there were no major events for flow meter data.

Mr. Schreiter reported that there currently is nothing additional on Cooper Farms and Oxford Ridge except that no Planning Module will be required for Cooper Farms and that BOA/CAP Plans are due by the end of July.

SUPERINTENDENT'S REPORT:

Mr. Guignet said various manhole rehabs have been completed on Lanark, Bittersweet, East Penn Self Storage, Pitt Ohio and behind the WWTP. They have been raised and brought out of the flood plain.

He added that Phase 2 for TOA has been TV'd.

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Mr. Guignet showed the Authority an actual piece of pipe from the point repair training and informed everyone that we did a point repair on Juniper Road that went very well.

He also noted that the owner of 2195 Weyhill inquired about sewer connection, he showed the Authority a map of the area and pointed out some of the issues such as boring under a state road and repaving Weyhill Estates. Mr. Schreiter told the Authority that no sewer easements exist in this area and that they would be required should anyone else on that side of the street want to connect. He also told the Authority that we have already received a \$5000 escrow check from the landowner for this connection and that a sewer extension will be required.

Mr. Guignet also made note that there is another resident that bought a lot on Spring Valley Road and they would like to connect. Their best option would be to go through the Adams property. Mr. Schreiter stated that if they go towards Augusta they would be required to tie into our force main. At this time they are looking at all of their options but will need an Engineer and at least one easement.

TREASURER'S REPORT:

Treasurer Mark Sullivan submitted the report. Checks were distributed.

The ending balance will be \$3,220.28 after the deposit of \$3,000 from the Township.

Mr. Bush asked Mr. Sullivan if he had received his request for reimbursement for postage. Mr. Sullivan said he did not believe he had but that he would look for it.

Motion was made and seconded to approve the treasurer's report as presented.

Motion passed unanimously.

MOTION (S):

Approve Township Planning Module for the Jani/Papciak Subdivision.

Motion was made and seconded. Motion passed unanimously.

UNFINISHED BUSINESS:

Mr. Brienza gave an update on unconnected sewers, the sewer tapping study and on Mountain Glen Easement issues.

NEW BUSINESS:

The Authorities 74th Annual Conference and Trade Show will be held in Pittsburgh August 28-31, 2016. One interesting item is PennVest on-lot program improvements. PennVest and PHFA have implemented changes to septic improvement loans. Loans can now be used for 1st time connections to public sewer as well as repair and replacement of on-lot septic systems. Also removed were the household income limits. That is the only item Mr. Bush see's on the agenda for the Conference that would be of interest and he cannot justify spending the money to drive out there and pay for a hotel for the weekend for a 2 hour seminar. The speaker is Glen Higbie of Hellertown

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Borough so Mr. Bush feels that Mr. Higbie may be able to provide us with additional information on the subject without having to attend the conference. Mr. Schreiter stated that he may also know someone that would have knowledge regarding this subject and that he will try and get in touch with that person and see what information they may be able to provide to the Authority as well.

ANNOUNCEMENTS:

Next scheduled meeting of the Authority will be **Tuesday, July 5, 2016 @ 6:00 PM** at the Water and Sewer Building.

ADJOURNMENT:

With there being no further business to discuss, the meeting of the Upper Saucon Municipal Authority was unanimously adjourned at approximately 6:54 pm.

Respectfully submitted,

Jack DeMatos
Secretary