

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, October 3, 2016

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 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
Mark Sullivan – Treasurer
Ronald Reybitz - Asst. Secretary and Asst. 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

MEMBERS ABSENT:

Joaquin (Jack) DeMatos - Secretary

VISITORS:

None

PUBLIC COMMENT:

None

MINUTES:

A motion was made and seconded to approve the meeting minutes for September 6, 2016 as submitted.

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)

Date list was prepared or amended: 9/26/2016, 9/28/2016, 9/30/2016

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Date of letter: 9/6/2016

Letter from: Tom Dinkelacker, DDA Law Office (e-mail)

Letter sent to: Karl Schreiter, SEA

Subject: Blue Ridge West Estates

What is the status of sewer lines at BRWE? There will be a push by Lennar to begin accepting dedication of improvements.

Date of letter: 9/6/2016

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

Letter sent to: Tom Dinkelacker, DDA Law Office

Subject: Blue Ridge West Estates

Televised ten years ago. (Attached) is the status summary spreadsheet. Due to the length of time, we should re-televise the lines before any acceptance or dedications.

Date of letter: 9/6/2016

Letter from: Tom Dinkelacker, DDA Law Office (e-mail)

Letter sent to: Karl Schreiter, SEA

Subject: Blue Ridge West Estates

We are meeting this week with Lennar to discuss detention basins. I expect that acceptance of improvements will generally be discussed. Provide information as to Authority's specific desires / requirements for acceptance of bill of sale of lines.

Date of letter: 9/7/2016

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

Letter sent to: Katlyn, JC Sons Inc

Subject: Sacred Heart - Jelly Bean Houses -- Tear Down /Site Work

As you know I am the solicitor for the Upper Saucon Municipal Authority. I have been advised that JC is doing the site work for this project. Additionally I am told that the site work involves tearing down approximately 10 houses AND capping the current lines for those houses. It is my understanding that the capping is a requirement that was made known to the developer and JC prior to the commencement of any work. Finally I have been advised that 3 of the 10 houses have been torn down but that it does not appear that the capping of the lines for those 3 houses was done. While it has been a few months since any work was done, it appears that the work to tear down the remaining 7 homes has recommenced. IF the capping did not occur for the first 3 homes, IT MUST BE DONE IMMEDIATELY WITH PROOF OF SAME VIA VISUAL INSPECTION TO BE DONE BY TOWNSHIP SEWER STAFF.....IF the capping DID OCCUR, then those lines/ area where those lines are located, must be dug up for the SAME VISUAL INSPECTION mentioned previously. Obviously the remaining 7 homes must also be capped appropriately with visual inspection of same by Township Sewer Staff. I would suggest that JC contact Chris Cope, UST Sewer Plant Manager, to coordinate the visual inspections. If the requirements are not adhered to, we will have no choice but to stop any further work until the capping requirement, and procedure for same, is strictly followed.

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Call me to discuss if necessary.

Date of letter: 9/7/2016

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

Letter sent to: Tom Dinkelacker, DDA Law

Subject: Status of Mountain Glen

I thought that the new HOA leadership was to get back to us/you about things. Am I correct on that recollection? Have you heard from them? Do we need to follow up and get them moving on this again?

John Guignet will be going out to the site to confirm whether or not the tree that is in the sewer easement was removed.....he will report his findings.

Date of letter: 9/7/2016

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

Letter sent to: T Dinkelacker, DDA Law

Subject: Meeting to finalize the Tapping Fee Ordinance

Can you have Jackie start the process to schedule this meeting in early October?

Date of letter: 9/7/2016

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

Letter sent to: Bruce Bush and others

Subject: Revised SCP

(Attached) is the revised sewer connection plan as discussed as last night's meeting. I will send a paper copy to the office.

Date of letter: 9/7/2016

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

Letter sent to: Bruce Bush, Trisha and others

Subject: TOA Phase 2 Sewer Escrow Release

(Attached) is the executed copy of the sanitary sewer escrow for Phase two of the subdivision.

Date of letter: 9/7/2016

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

Letter sent to: Gary Brienza, Solicitor

Subject: Status of Mountain Glen

Went out to Mountain Glen to check on the sewer easements. The easement between 3565 and 3575 Clairinbridge Way East still has a tree in it. I checked the other easement between 3550 and 3556 Clarinbridge Way West and the two mailboxes are still there as well.

Date of letter: 9/7/2016

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

Letter sent to: Tom Dinkelacker, DDA Law and others

Subject: Status of Mountain Glen

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If you will follow up with the HOA person BEFORE we chat, please make sure to mention the tree and mailboxes....those were to be removed/relocated immediately after the meeting at Mountain Glen. I'm sure that it was not connected to having the new HOA leadership transition and discuss the issues.

Date of letter: 9/15/2016

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Center Valley Club Lot C ---- Subdivision Plan --- Plan Review

We reviewed the subject document dated 9/6/2016. This project represents a subdivision of the property and does not include any construction of new facilities. This subdivision has not impact on the existing sanitary sewer easements as shown on the plans at this time. A future review will be required once building facilities have been proposed to be built on this site.

Date of letter: 9/26/2016

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Jani/Papciak Subdivision -- Preliminary/Final Land Development Plan Review

We reviewed the subject document prepared by Lehigh Engineering Associates Inc dated 5/9/2016 with revisions through 9/9/2016.

Proposed project will subdivide an existing parcel into 3 lots. Plan shows an existing house of one parcel, an existing barn with a proposed home on the second parcel, and a proposed dwelling on the third lot.

Currently the existing home is connected to the sanitary sewer located along Blue Church Road South. The remaining two lots would be connected to the same sewer in the future. Since this area of the Township is located within the portion of the sewer system included in the CAP, capacity requirements will be addressed through a Township Planning Module. The review of the Planning Module will be contained in a separate review letter.

We have no comments regarding this sheet.

Date of letter: 9/27/2016

Letter from: Karl Schreiter, SEA

Letter sent to: Jennifer Mader, High Construction Company

Subject: High Hotels, LTD --- Stabler Lot #10, Sanitary sewer submittal review

We reviewed the transmittal from High Construction Co dated 9/27/2016 and have the following comments:

3000 PSI-SLAG - Air #57 --- approved for use in sewer construction

3000 PSI-SLAG - No air #57 -- not approved

3000 PSI-SLAG - Air # 57 -- approved for use in sewer construction

Note each item has a different mix code.

Date of letter: 9/28/2016

Letter from: Karl Schreiter, SEA

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Letter sent to: Jennifer Mader, High Construction Company
Subject: High Hotels, LTD --- Stabler Lot 10 --- Sanitary Sewer Manhole Connection Review

As requested in your RFI #2 we reviewed the proposed sewer profile for the project. It appears that the drop connection will be approximately 5 feet. You will be required to install an outside drop connection to the existing manhole. (Attached) is our standard detail drawing DD1.

Date of letter: 9/30/2016

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: 1760 Taylor Drive --- Minor Subdivision Plan --- Plan Review

We reviewed the subject as prepared by Base Engineering, Inc dated 9/27/2016.

Subdivision is located in PSA-41 as shown in the 2001 Act 537 Plan Revision.

Currently, this portion of the service area does not have sanitary sewer service. This subdivision has no impact on the existing sanitary sewer facilities.

*****end of correspondence for Oct. Meeting

SOLICITOR'S REPORT:

The Solicitor's Report dated October 3, 2016 was presented by Solicitor Brienza.

Solicitor Brienza let the Authority know there is still no update on Brinley. Mr. Brienza spoke with Solicitor Dinkelacker who has heard nothing since February. Mr. Brienza said there has been a change of land ownership and nothing is going to happen until the golf course puts in lines and does some work first.

Solicitor Brienza said he spoke with Mr. Benckini's attorney. He said they are waiting for the judge to make a ruling.

Solicitor Brienza, Mr. Schreiter, Mr. Beil and Solicitor Dinkelacker met with the owners of Saucon Crossings Mobile Home Park two weeks ago. It is agreed that the Township would consider dedicating their system but only after they update their sewer. Mr. Brienza said an official letter has been drafted and sent last Thursday or Friday listing details of what the owners need to do in order to dedicate the system.

On the Tapping Fee Ordinance, Mr. Brienza said Mr. Dinkelacker asked him to arrange a meeting date through his paralegal.

Mr. Brienza said Solicitor Dinkelacker had contact with Mountain Glen's new HOA president. He said some work has been done but they want to meet with Mr. Schreiter and Mr. Cope to discuss what needs to be completed. Mr. Brienza said a tree and three mailboxes are still in the easement and curb cuts are not done.

ENGINEER'S REPORT

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Karl Schreiter, PE, presented Engineer's report dated September 30, 2016.

Mr. Schreiter said it has been a dry month and not much is happening. He is waiting on Tom Beil to schedule a meeting to discuss the tapping fee.

Mr. Schreiter said he is working on the 537 plan.

Mr. Guignet explained the Camp Meeting bridge is being demolished and reconstructed from May through July 2017. Preston Lane will be needed as a detour. They may not get to slip-lining Preston Lane because the road cannot be closed.

SUPERINTENDENT'S REPORT:

Mr. Cope said they are required to continue testing for Bis(2-ethylhexyl) phthalate for a total of five samples. Four are complete and only two of those had very minor levels in them. Mr. Bush asked if the source could be DeSales new nursing training building. Mr. Cope and Mr. Schreiter do not think it is coming from a laboratory because Bis(2-ethylhexyl) phthalate is a plasticizer.

Mr. Cope said his staff are working on manhole and TV inspections in Blue Hill Estates. Mr. Schreiter will address the issues in a report.

Mr. Cope said there is a buried manhole at a home on Laurel Lane that will be raised in the next week or two.

Mr. Cope asked the Authority if they have any budget requests. They have none.

TREASURER'S REPORT:

Treasurer Mark Sullivan submitted the report. He said the Township will begin to pay the Authority members on Township payroll on January 2017.

There were no changes for the month of September.

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

Motion passed unanimously.

MOTION (S):

None

UNFINISHED BUSINESS:

A. Unconnected Sewer Analysis

Reference SEA's letter dated 1/8/2014. Study identified 53 potential properties that should be connected to the sanitary sewers. Update of the status of the letter that the Authority recommended be sent to the "53".

Solicitor Brienza said this information is still with Tom Beil.

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B. Sewer Tapping Study - update

C. Easement Problems

Mr. Guignet said they would like to be able to cut the brush in easements twice per year. They would also like to purchase a jet truck to access small areas. They want to make sure new developments are not building in easements. Mr. Schreiter said the problem is that people build in easements after dedication. He said they do not understand there are easements there.

D. 2017 Budget Suggestions

NEW BUSINESS:

None

ANNOUNCEMENTS:

Next scheduled meeting of the Authority will be Monday, November 7, 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 6:34 pm.

Respectfully submitted,

Ronald Reybitz
Asst. Secretary