

MEETING AGENDA  
Upper Saucon Township Municipal Authority  
(USTMA)

Monday, January 9, 2017 @ 6:00 PM  
Location: Upper Saucon Township Water and Sewer Building

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**1. Call Meeting to Order -**

A. Pledge of Allegiance

**2. Roll Call - Members of the Authority and Appointed Professionals**

Bruce Bush  
Joaquin (Jack) DeMatos  
Ronald Reybitz  
Mark Sullivan  
Ryan Holmes

**2A REORGANIZATION:**

-Elect Chairman  
Consideration of a motion to elect \_\_\_\_\_ as Chairman of  
the USTMA

-Elect Vice Chairman  
Consideration of a motion to elect \_\_\_\_\_ as Vice  
Chairman of the USTMA

-Elect Secretary  
Consideration of a motion to elect \_\_\_\_\_ as Secretary of  
the USTMA

-Elect Treasurer  
Consideration of a motion to elect \_\_\_\_\_ as Treasurer of  
the USTMA

-Elect Asst. Secretary/Treasurer  
Consideration of a motion to elect \_\_\_\_\_ as Asst.  
Secretary/Treasurer of the USTMA

--Appointments for 2017:

Consideration of Motion to appoint Gary Brienza (Firm - Peters,  
Moritz, Peischl, Zulick and Brienza) as Solicitor for USTMA

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Consideration of Motion to appoint Karl Schreiter (Firm - Schreiter Engineering Associates) as Engineer for the USTMA

Consideration of Motion to appoint Reinsel, Kuntz, Leshner, LLP as Auditor for the USTMA. (To conduct the annual audit of the records of the Authority. This firm is also the Auditor for UST)

--Set Meeting Dates and Times

Consideration of Motion to establish the Meeting date and time as the First Monday of each month with the exception of the September meeting which will held on Tuesday, 9/5/17. The July meeting is on the third.....July 4th is the next day....do we want to change the July date?

Time of meeting -- 6 PM

**3. Notification Announcement** - 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 members of the Authority.

**4. Public Comment** - Public may comment on any item on the Agenda or items not appearing on the Agenda.

*NOTE: All citizens/visitors must sign the "speaker sign-in sheet" at the front desk if they want to address the Authority during this portion of the meeting.*

**5. Approval of the Minutes -**

A. Approval of the draft of the December 2016 Meeting Minutes

**6. Correspondence Comments** - Authority members may comment on the correspondence packets and/or the "Summary" which they received.

**7. Solicitor's Report - Gary Brienza** (Peters, Moritz, Peischl, Zulick, Landes & Brienza LLP) will discuss the matters he is working on. Gary will also submit a confirming written report.

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**8. Engineer's Report - Karl Schreiter PE, DEE** (Schreiter Engineering Associates Inc. - SEA) will discuss the matters he is working on. Karl will also submit a confirming written report. (A copy of Karl's report was sent to each member of the Authority by the Chairman.)

**9. Superintendent of the UST Water and Wastewater Department's Report -** Chris Cope will discuss the matters affecting the Sewage Treatment System. Chris may also submit a confirming written report.

### **10. Treasurer's Report**

### **11. Motions Required -**

A. Approve the PADEP Planning Module for Lanark Commons. Ref: SEA's letter dated 12/15/2016

B. Approve the PADEP Planning Module for Oxford Ridge. Ref: SEA's letter dated 1/6/2017

### **12. 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. Status update on the letter that the Authority recommends be sent to the "53".

B. Sewer Tapping Study - update  
Review the Updated Sewer Tapping Fee Report and Exhibits as submitted by D. Busch and sent by e-mail to the members of the Authority on 11/1/2016.

C. Easement Problems

### **13. New Business -**

A. Purchase of EDU's by the Borough of Coopersburg

### **14. Courtesy of the Floor -**

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**15. Announcements -**

A. Next scheduled meeting of the Authority will be **Monday, February 6, 2017 @ 6:00 PM** at the Water and Sewer Building.

**16. Adjournment**