

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, March 6, 2017

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.

MEMBERS PRESENT:

Bruce Bush – Chairman
Joaquin (Jack) DeMatos - Vice Chairman
Ryan Holmes - Secretary
Mark Sullivan – Treasurer

MEMBERS ABSENT:

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

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.

VISITORS:

Anthony Croisette, 2459 Oakhurst Drive
Alfred Knoedler Jr., 2431 Oakhurst Drive
Alfred Knoedler III, 2461 Oakhurst Drive
Maria Ebert, 2775 Oakhurst Drive
Jeff and Lizbeth Soto, 2863 Oakhurst Drive
Daniel Cocco, 2813 Oakhurst Drive

PUBLIC COMMENT:

Several residents from Oakhurst Drive (east of Rt. I-78) attended for the purpose of discussing the improvement of the timeline for the construction of sewers in their area (presently scheduled to be constructed in the next 6-10 years). Six of ten homeowners involved were present at this meeting to affirm they want public sewer installed because they all have failing septic systems.

Anthony Croisette said he was told back in 2007 that public sewer would be installed on his area of Oakhurst Drive. He said it was installed on the other side of Oakhurst Drive and wants to know when it will be added to his side of the road.

Mr. Cope confirmed that the current timeline is 6-10 years. Mr. Schreiter explained this is due to a grant not coming through to cover installation.

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Jeff Soto said he recently paid \$900 for work on his septic system but it is failing. He was quoted \$27,000 for a new sand mound. He added that there are ten homes involved, all with failing septic systems and flooding front yards.

Mr. Bush asked what the next step is. Mr. Schreiter said the Township would need 20 foot easements from all ten homeowners involved. Solicitor Brienza added that all ten need to agree for installation to happen. Mr. DeMatos notified the homeowners that the current tapping fee is \$4,200 and they will have plumbing costs on top of that. Mr. Schreiter said tapping fees may be paid in installments of 4 equal yearly payments plus a service fee. Mr. Bush recently learned that PennVest offers loans for connections and handed out brochures to the residents.

Mr. Cope wanted to make sure the residents know they will receive a Notice of Abandonment of their septic systems and there is a cost associated. He explained their septic systems will be filled in with stone. He also said the easements will be covered with soil, not stone, and there could possibly be a manhole in a property owner's yard.

After receiving this information, the residents agree that they want to move forward to gain public sewer. Mr. Schreiter said there is already a plan in place and staff will work on getting easements. Mr. Brienza said the project should be added to the 2018 budget. He suggests a motion from the Authority that will authorize Mr. Schreiter to update and complete the design. Solicitor Brienza said he will notify Tom Beil of this potential 2018 project.

Mr. Bush asked if the project could be expedited since systems are already failing. Mr. Schreiter said finalizing design in 2017 and construction in 2018 is the earliest possible.

To summarize, Mr. Schreiter asked that the Township be given the contact information of all ten homeowners and to make sure all are on board to add public sewer. He said this will make the process go much faster. He said the Township will keep homeowners updated on the situation.

MINUTES:

A motion was made and seconded to approve the amended meeting minutes for February 6, 2017 with two corrections.

Under "Engineers Report", added "maintenance and requirements" to the following sentence:

Mr. Schreiter said he has finished the standard specs, section 0101(issues regarding easement maintenance and requirements) and to included developer requirements. Motion passed unanimously.

Under "New Business, B. 2017 PMAA Board Member Training," corrected typo of word "at":

Mr. Bush said this training is being offered Wednesday, March 1, 2017 at the Holiday Inn, in Allentown, PA

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Motion passed unanimously as amended.

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: 2/20/2017, 2/22/2017, 3/3/2017

Date of letter: 2/7/2017

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

Letter sent to: Joe Geib, UST

Subject: Revised Standard Specifications

(Attached) are revised sections of the subject that were approved by the USTMA at their meeting of 2/6/2017. Section 01010 is a revision to this section. Drawing DX-19 is a new drawing that is to be added to the specs. Update the website with these documents.

Date of letter: 2/9/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Bruce Bush

Subject: Traditions of America - Phase 3, Review of Video Inspection

As requested we reviewed the video from a television inspection of the sewers of this subdivision. The inspection was conducted on 2/2/2017.

[Ten segments were inspected and comments were made on each segment. See the letter for details. Sags were identified in several of the segments. These segments were acceptable under the USTMA flushing program.]

Date of letter: 2/10/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Borough of Coopersburg.....Oxford Ridge Subdivision

At their meeting on 1/9/2017 both Authorities approved the PADEP Planning Module for the subject. The executed forms are (attached).

Date of letter: 2/14/2017

Letter from: Anthony Croissette, 2495 Oakhurst Drive (e-mail)

Letter sent to: UST Website

Subject: Public Sewer Information

When will public sewer be offered to my neighbors and I? Sewer was extended a year or so ago. I heard that we have been surveyed for it, but I haven't heard anything else. Would appreciate an update.

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Date of letter: 2/15/2017

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

Letter sent to: Anthony Croisette

Subject: UST Website Inquiry

Current Township capital projections have the extension of sewer service for Oakhurst Drive (east of Rt. I-78) to be completed in the next 6-10 years. If residents in this area feel that the Township should consider moving up this project timeline for environmental reasons (i.e. failing septic systems, etc.) they are welcome to attend the USTMA meetings held on the first Monday of every month at the Township Water/ Sewer office. Next meeting is 6 pm on 3/6/2017.

Date of letter: 2/15/2017

Letter from: Anthony Croisette (e-mail)

Letter sent to: Chris Cope, UST

Subject: UST Website Inquiry

A number of us will be attending the next meeting. There are a few that can't wait for that timeline. Is there any info that we should bring with us?

Date of letter: 2/16/2017

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

Letter sent to: Anthony Croisette

Subject: UST Website Inquiry

The only information that would be helpful at this point are the addresses of those who wish to connect to public sewer and the reasons why.

Date of letter: 2/16/2017

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

Letter sent to: Chris Cope and Anthony Croisette

Subject: UST Website Inquiry

Are we aware of any failing systems? To the extent that residents are attending, it would also be helpful if that issue could be addressed (as mentioned by Chris below)....It might require seeking to have the Township Sewage Enforcement Officer (SEO) do an inspection of individual systems....IF residents have a determination regarding their system that was obtained privately, please have that available as well.

Date of letter: 2/16/2017

Letter from: Anthony Croisette (e-mail)

Letter sent to: Gary Brienza, Solicitor

Subject: UST Website Inquiry

If you check your records you can see that I was sent a letter regarding mine years ago. There was a complaint made, a sample was taken, and it tested positive for Ecoli bacteria. Someone was out and inspected my plumbing in the basement to verify everything was hooked up properly. I rerouted my sump pump so it would not pump near the house and find its way into the drain field. That helped but my yard still gets wet. It's just not as noticeable. We conserve in wash and showers otherwise it gets worse. Two of the immediate neighbors have the same issue. I have also observed it

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farther down the street. If an official inspection would speed up the process, I can have one done.

Date of letter: 2/17/2017

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

Letter sent to: Eric Griesemer, TOA

Subject: TOA Saucon Valley ---- Security Reduction Requested

Cannot process this request at this time. On 2/16/2017 I made a site visit with Chris Cope and J. Guignet to review the sewer in Phase 3. During our visit we met with Rob Miller of Livengood. At that time, it was determined that the segments that have not been televised cannot be completed at this time due to access issues. In addition, the roadway has not been completed.

Therefore, you must revise your request to include only those segments that have been televised and reviewed in our letter dated 2/9/17 if you wish to request any escrow release.

Date of letter: 2/17/2017

Letter from: Eric Griesemer, TOA (e-mail)

Letter sent to: Karl Schreiter, SEA

Subject: TOA Saucon Valley.....Security Reduction Request

I will revise and send the request to you.

Date of letter: 2/17/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: DeSales University.....Upper Classman Village Phase 2.....Plan Review

We reviewed the Plan dated 11/8/2016 with revisions through 1/26/2017.

Proposed facility will be built in a vacant area along DeSales Drive. Project will include construction of two student housing buildings. Each building will include 48 bedrooms with a total of 59 beds.

(Karl had comments on sheets 4 and 10 --- Final Grading and Utility Plan and Site Details)

Date of letter: 2/17/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Lanark Commons.....Sketch Plan Review

We reviewed the Plan dated 12/6/2016 with revisions through 2/8/2017.

Karl had no comments on Sheet 3 and 5.

Date of letter: 2/22/2017

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

Letter sent to: Tom Dinkelacker, DDA Law Office and others

Subject: Weyhill Estates - Dedication of Off-Site Sewers

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Toll is looking to dedicate the off-site sewers downstream of MH #BB75 located on the easement at the property line between Toll Brothers and John and Mary Freeh. Based on our inspection yesterday, D. Meiser of Toll Brothers is preparing the punch list and will forward it to me within the next day. The pump station started operation in April 2014.

Before dedication, we need an agreement with Mr. Ingles regarding the easement in his back yard. He constructed a brick and stone patio over our sewer line in the corner of the property. I asked Dean to obtain an agreement with him that states that the Township will not be responsible for any restoration to this patio if excavation is required in the future.

We are confirming that all easements are in place and in the name of the USTMA. This must be confirmed before dedication.

Date of letter: 2/22/2017

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

Letter sent to: Karl Schreiter, SEA and others

Subject: Weyhill Estates - Dedication of Off-Site Sewers

I will need the punch list. The agreement with Mr. Ingles would be an encroachment agreement.

Date of letter: 2/23/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Paxos Property Connection.....2170 Spyglass Hill....Plan Review

We reviewed the Plan for the subject dated 2/17/2017. The property will connect to the existing sewer located in Spyglass Hill.

Karl had a few comments including all sewer construction must be in accordance with USTMA Specs and a profile of the lateral must be provided that there is 4 feet of minimum cover and the lateral pipe must be SDR-26 PVC pipe.

Date of letter: 2/23/2017

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

Letter sent to: Tom Dinkelacker, DDA Law Office

Subject: Sanitary Sewer Easement Agreements.....Tax Claim Bureau Deed

It appears that all easements are in place and in the name of the USTMA. The only issues outstanding with the bill of sale will be the punch list and the agreement with Ingles regarding easement encroachment.

Date of letter: 2/24/2017

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

Letter sent to: P Lang, UST

Subject: DeSales Upperclassmen Village

The original sewage approval was based on a water use of 34 gpd/bed. Based on this water use, the revised sewage flow for each building is now as follows:

New building water use = 72 beds X 34 gpd/bed = 2448 gpd/ building

This has an equivalent sewage flow as follows:

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Revised Building sewage Flow = 2448 gpd water use X 226 gpd/edu (sewage) / 176 gpd/ edu(water) = 3143 gpd

Based on this flow, the number of edu's is as follows:

No. of edu's = 3143 gpd / 226 gpd/edu = 13.9 edu's

This represents a charge of 14 edu's per building.

It must be further noted that they only have a total allocation of 16, 048 gpd for the entire project. Based on this new revised plan, they will require 25,147 gpd allocations to build all 8 buildings. This will require a new Township Planning module and associated PADEP exemption request. They only have capacity to construct 5 of the 8 proposed dorm buildings at this time.

Date of letter: 2/24/2017

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

Letter sent to: Karl Schreiter, SEA and P Lang, UST

Subject: De Sales Upperclassmen Village

We should share this information (Karl's 2/24/2017 e-mail) with DeSales and set up a meeting to lay the groundwork for phase 3.

Date of letter: 2/27/2017

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

Letter sent to: Tom Beil, UST and P Lang, UST

Subject: Toll Brothers - Weyhill Estates.....Pump station and offsite sanitary piping dedication

Review the punch list which is reflected in the Excel Spreadsheet and advise as to whether we are ready to accept.

The punch list includes verification that all easements are in place, and I ask that Gary and Karl confirm that we are good to go on easements.

Date of letter: 3/3/2017

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

Letter sent to: P Lang, UST

Subject: DeSales University – DeSales Drive Realignment Escrow Release

Conversation with Marc Albanese of DeSales indicated that funds were never released for this project. (Attached) are letters from 2013 to Sharyn stating that the Authority approved this release. Follow up with Marc to resolve this issue.

Date of letter: 3/3/2017

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

Letter sent to: Bruce Bush

Subject: DeSales University --- Upperclassmen Village Phase 1 --- Request for Escrow Release

On March 2, 2017 DeSales University requested a release of escrow monies associated with the construction of the sanitary sewers for the Upper Classmen Village – Phase 1. Based on testing observed by The Pidcock Company all of the manholes associated with this payment request have passed their preliminary vacuum test. In addition, a final inspection was held and the sewer system was found to be acceptable.

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We recommend that the Authority approve the release of \$57,721.40 as requested at this time.

Date of letter: 3/3/2017

Letter from: P Lang, UST

Letter sent to: Karl Schreiter, SEA and others including Marc Albanese, DeSales University

Subject: DeSales University -- DeSales Drive Realignment Escrow Release

There is correspondence in the file from Sharyn to National Penn Bank dated November 13, 2013 identifying the Board's action at their meeting on November 12, 2013 to authorize release of \$56,685.00 with a copy of Karl's letter dated November 5, 2013. There is also a memo in the file from Sharyn to Tom Beil dated December 4, 2013 recommending that the Board authorize the release of \$2,000 in accordance with Municipal Authority's approval of same at their December 2, 2013 meeting. These releases appear to have been processed appropriately.

Date of letter: 3/3/2017

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

Letter sent to: Tom Bonjo, MGK Industries

Subject: Spring Valley (Pump Station)

(Attached) is the approved submittal for the paint for the pipe in the vault chamber.

Date of letter: 3/3/2017

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

Letter sent to: Bruce Bush

Subject: DeSales University....Upper Classmen Village....Phase 2....Pre-Construction Meeting

(Attached) is a copy of the meeting held on 3/1/2017 at the DeSales University job site. Copy of the attendance list is also (attached).

Besides the usual items covered during the meeting the following items were mentioned:

Contractor must check manholes to assure that channels are uniform with smooth sides.

All sewers must be flushed and cleaned before video inspection. TV inspection will be used to confirm uniform slope of pipe segments. All Sewers must be cleaned and televised before paving roads. Inspection should be completed just prior to paving activities.

Both the Contractor and Developer were briefed on the Authority's inspection requirements regarding repairs and acceptance of the sewers under the Authority's flushing program.

Date of letter: 3/3/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: DeSales University....Upper Classmen Village....Phase 2....Plan Review

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Karl had no additional comments on the Plans with revisions through 2/24/2017 and 3/1/2017.

Date of letter: 3/3/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: DeSales University....Upper Classmen Village....Phase 2....Review of Sewer Escrow

We reviewed the Opinion of Construction Costs for Sanitary Sewer Improvements dated 3/1/2017. We concur with the costs presented in this document. The cost for the improvements is \$61,737.60.

*****end of correspondence list for March

SOLICITOR'S REPORT:

The Solicitor's Report dated March 6, 2017 was presented by Solicitor Brienza.

Mr. Brienza said we are at the one year mark and there has been no update from Brinley on their development plans.

Solicitor Brienza said the judge still has not made a ruling on the Benkini lawsuit.

Mr. Brienza said Saucon Crossings still owes Mr. Schreiter a Chapter 94 Report. He said an easement issue is holding the project up. They are asking for an easement reduction from 20 feet to 10 feet in the area between the park and Chestnut Street. The Authority is in agreement that 20 feet is required and Mr. Schreiter will notify the park owners.

Mr. Brienza will ask Attorney Dinkelacker for an update on the Tapping Fee Ordinance's status tomorrow.

Solicitor Brienza explained there have been issues concerning the Blue Belle/Weyhill dedication. He and Mr. Schreiter had to determine that all easements were properly acquired back in 2005-2006. They determined easements were properly acquired but found one property owner installed a stone deck directly over the pipe. He will draft an amendment stating if the Township needs to access the pipe, the deck may be torn up.

ENGINEER'S REPORT

Karl Schreiter, PE, presented Engineer's report dated March 3, 2017.

Mr. Schreiter said it is up to Tom Beil to schedule the Sunset Lane/Ackerman's Lane dry sewer work.

On the Preston Lane Slip-lining Project, Mr. Schreiter explained that bridge replacement is scheduled for July 2017 and Preston Lane is the detour. He said Preston Lane can't shut down until after school is out for the summer.

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Mr. Schreiter said the data from the flow meters showed no problems at the Promenade Shops. He thinks he received bad information concerning an issue there.

Concerning IPP permits, Mr. Schreiter said all annual report request letters have been returned to him except one.

Mr. Schreiter has one motion that needs approval tonight. It is for an escrow release to DeSales University for the Upperclassmen Village project.

SUPERINTENDENT'S REPORT:

Mr. Cope said that staff has been doing TV work on Preston Lane and Landis Mill Road. They have also been doing lateral repairs on Clover Lane.

Mr. Cope is currently getting quotes on several different I&I projects that are to be completed this summer.

TREASURER'S REPORT:

Treasurer Mark Sullivan submitted the report. Adding interest was the only update.

Mr. Sullivan reported that the current balance is \$1,667.86.

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

Motion passed unanimously.

MOTION (S):

Motion made and seconded to approve an escrow release dated 3/2/2017 regarding the DeSales University for the Upperclassmen Village Phase 1 for \$57,721.40.

Ref: SEA letter dated 3/3/2017.

Motion passed unanimously.

Motion made and seconded to authorize Karl Schreiter to proceed with finalizing the design of the Oakhurst Drive sewer extension plan.

Motion passed unanimously.

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 is going to check if this is a dead issue.

B. Sewer Tapping Study - update

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C. Easement Problems

NEW BUSINESS:

2017 PMAA Board Member Training

Mr. Bush and Mr. Holmes attended the training. Mr. Bush learned of the new financing option from PennVest for residents who are connecting. He said he will work on receiving additional information.

Mr. Bush said construction projects and the "right-to-know" law were discussed. Mr. DeMatos said contractors have the right-to-know other companies' bid information as soon as the bid is open.

ANNOUNCEMENTS:

Next scheduled meeting of the Authority will be **Monday, April 3, 2017 @ 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 7:04 pm.

Respectfully submitted,

Ryan Holmes
Secretary