

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, May 1, 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
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:

None

PUBLIC COMMENT:

None

MINUTES:

A motion was made and seconded to approve the meeting minutes for April 3, 2017 as submitted.

Motion passed 4-0 with Mr. DeMatos abstaining.

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: 4/14/2017, 4/17/2017, 4/18/2017, 4/21/2017, 4/25/2017, 4/27/2017

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Date of letter: 3/31/2017

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

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

Subject: Saucon Valley Crossings

I'm good with this (proposed agreement).

Date of letter: 3/31/2017

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

Letter sent to: Gary Brienza, Solicitor and others

Subject: Saucon Valley Crossings

USTMA is the permittee and owner for the sewer system, not the Township. The USSTA is the permittee and owner of the WWTP. Township is the operator of both.

Date of letter: 4/3/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Borough of Coopersburg.....Cooper Farm Subdivision

We reviewed the PADEP Notice of Intent for Cooper Farms dated 2/1/2017.

This is the application to construct sewers to service the Subdivision. Proposed subdivision will be built in the Borough along Gun club Road between West State Street and Mill Road. Subdivision will consist of 7 residential units connected directly to existing sewers located in Gun Club Road, 12 of the units will be connected to a sewer collection system that discharges to existing sewers in Gun Club Road, 19 units to be connected to a sewer system that discharges to the Borough's existing connection to the Mill Creek Interceptor via Hillside Drive.

Date of letter: 4/3/2017

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

Letter sent to: Lynn Miller, UST

Subject: Red Door Early Learning Center

Ryan Wanko will complete a Township Planning Module for this project. This document will be used to document the student population used to establish the tapping fee. It appears that their projected population of 45 students is less than the 100 student occupancy value provided by the owner. Once this is approved by the Authority next month, the sewer permit can be issued.

Date of letter: 4/4/2017

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

Letter sent to: Tom Beil, UST

Subject: HMB Management.....Sanitary Sewer Escrow Release
(Attached) is the approved release.

Date of letter: 4/4/2017

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

Letter sent to: M K Office, Malkames Law

Subject: Saucon Valley Crossings

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(Attached) is a draft agreement. Please review and comment.

Date of letter: 4/4/2017

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

Letter sent to: Jamie Fox, Allerton Fox Construction

Subject: Red Door Early Learning Center

(Attached) is the form that must be completed and submitted to be approved by both the USTMA and USSTA. This will document your sewage allocation.

Date of letter: 4/5/2017

Letter from: J Fox, Allerton Fox Construction (e-mail)

Letter sent to: Karl Schreiter, SEA

Subject: Red Door Early Learning Center

(Attached) is the packet provided by the Engineer of Record

Date of letter: 4/5/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Red Door Early Learning Center.....Township Planning Module Review

We reviewed the subject as prepared by Design Management Group, dated 4/4/2017, this project will convert the former Benchmark Laboratory Building for use as a day care center.

Estimated sewage flow is 855 gpd. Estimated water usage from this facility is 666 gpd. Estimated peak hydraulic contribution to the Industrial Park Interceptor would be 2137 gpd. Number of EDU's associated with this development will be four EDU's. Since the existing facility has been allocated one EDU, the new owner must purchase 3 additional EDU's.

Currently, there is allocated treatment plant capacity for providing sewer service to this area of the Township.

There is sufficient allocated treatment plant and conveyance capacity for providing sewer service.

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

Date of letter: 4/6/2017

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

Letter sent to: Tom Beil, UST and Karl Schreiter

Subject: Oberly Subdivision Map

(Tom Beil sent Karl a copy of the Oberly Subdivision Plan and called his attention to note 7 on the Plan prohibiting Upper Saucon from providing sewer service to properties in Lower Saucon.) This would make the proposed development, Saucon Heights, impossible under the current sketch plan.

Date of letter: 4/12/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: WAWA.....Sketch Plan Review

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We reviewed the Sketch Plan for Provco Pineville Acquisition, LLC, as prepared by Bohler Engineering, dated 4/7/2017.

Proposed project will be built in the area adjacent to southwest corner of the intersection of Passer Road and PA Route 309. Project will include a WAWA convenience store, gas pumps and 18,850 sf retail store. The project will replace several residential and commercial facilities.

Proposed facilities can either connect to existing sewers located in Passer Road on the north side of the project or the Tumblebrook Interceptor located on the south side of the project.

Since the project is replacing existing connections, there may be no additional sewage flows generated by this project. Developer will have to submit a Township Planning Module documenting projected flows from this project. Once the projections are obtained from the Developer, we will be able to evaluate their impact on the constraints outlined in the CAP's Sewer Connection Plan (for the South Branch Interceptor).

Date of letter: 4/12/2017

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

Letter sent to: Reuben King

Subject: 5561 Route 378 Connection Submittal Review

Following is a link to a drop box where you can download our review of the submittals for this project. Which firm will be doing the drilling?

Date of letter: 4/12/2017

Letter from: Reuben King (e-mail)

Letter sent to: Karl Schreiter, SEA

Subject: 5561 Route 378 Connection Submittal Review

Name of the company that is doing the sewer work for Old Bethlehem Pike ---- I Z Excavating LLC, Nottingham PA.

Date of letter: 4/12/2017

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

Letter sent to: Reuben King

Subject: 5561 Route 378 Connection Submittal Review

They will be fine.

Date of letter: 4/12/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Copperhead Grill Expansion.....Plan Review

We reviewed the document (for the work) with revisions through 4/7/2017. We have no comments on Sheet 2 and Sheet 3.

Date of Letter: 4/12/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Dunkin Donuts.....Sketch Plan Review

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We reviewed the Sketch dated 4/7/2017.

Proposed facilities will consist of two retail establishments to be located along the east side of PA Route 309 between East Valley Road and East Hopewell Road. Existing structures on the property will be demolished. The plan provides no details regarding pipe size, grade or other required information regarding the sanitary sewer to which will service the property. Since the Sketch did not include the necessary information for us to conduct a thorough review, the developer must submit flow projections, etc. before we can offer our comments.

Date of letter: 4/17/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Posh Properties.....Planning Module Review

We reviewed the Planning Module dated 12/15/2015.

Proposed project will be built in the area northeast corner of the intersection of Saucon Creek Road and East Saucon Valley Road. Project includes 11,071 sf office building and a 10,000 daycare sf daycare facility. The existing residence will be demolished. Proposed buildings must utilize the existing sewer main that is located north of the proposed development project.

Estimated sewage flow for this project is 2,164 gpd. Estimated water usage based on the sewage projections is 1,685 gpd. Number of EDU's will be 10. We recommend that both the USTMA and USSTA approve this planning module. The developer must submit an IPP Wastewater Discharge Permit Application to document if any cooking facilities will be included with any of the buildings.

Date of letter: 4/17/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Reuben King, RK remodeling LLC

Subject: King Property Connection.....5561 PA Route 378.....Submittal Review

The domestic Curb Box manufactured by Tyler Union is approved for use on this project.

Date of letter: 4/19/2017

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

Letter sent to: Chris Cope, UST and others

Subject: Lanark Commons

Based on the information provided in Bob's (Bauer) e-mail, it appears that the medical office will replace the bank. Under the current planning module, the bank was allocated 1 EDU. Since the medical building will have similar flows, I feel there is no need to process a new planning module at this time. However, we will require the Developer to submit an IPP application for the medical building. This will document what processes if any are to be located in the building. This would include items such as film development for x-rays and similar type units.

Date of letter: 4/26/2017

Letter from: Karl Schreiter, SEA

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Letter sent to: Patricia Lang, UST

Subject: Posh Properties.....Industrial Pretreatment Application Review

We reviewed the subject document and based on our review none of the facilities will have cooking facilities. The only facilities appear to be kitchenette type facilities within each building. Therefore, no further permitting will be required.

Date of letter: 4/26/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Posh Properties.....Preliminary/Final Land Development Plan Review

We reviewed the Plan dated 6/8/2015 with revisions through 3/27/2017.

Karl had the following comments:

Each lateral entering MH#PP4 exceeds 100 feet in length. A cleanout in the middle of each lateral is needed (Ref: Sheets 5 and 10)

*****end of correspondence list for May

SOLICITOR'S REPORT:

The Solicitor's Report dated May 1, 2017 was presented by Solicitor Brienza.

Mr. Brienza said there will be a meeting with Traditions of America this Thursday and Brinley is attending. Mr. Schreiter said he is not sure anything is happening because a revised planning module has not been submitted.

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

Mr. Brienza said there is an issue with Saucon Crossings plan regarding use of a single lateral to service two homes, which is against Township specs. Their attorney contacted Solicitor Dinkelacker to request a waiver. Mr. Schreiter explained the reason for separate laterals is if the properties are ever split, there is no question on who owns the lateral. He said if there is a problem with the lateral, there is no question on who is responsible for repairs. Mr. Schreiter said they want to use a single lateral to help reduce costs. Mr. Brienza said Solicitor Dinkelacker will put something in the agreement that the park is responsible for laterals, not the Township. If the Township takes the sewer over, laterals are still owned by the park. The Authority members are worried that others may want to do the same thing and do not want to make a habit of this. Solicitor Brienza said he will discuss the issue further with Solicitor Dinkelacker.

Mr. Brienza said he received the latest version of the tapping fee ordinance from Solicitor Dinkelaker at 4:30 p.m. today. Solicitor Brienza will forward it to the Authority members to review before the June meeting. He will also ask Wendy to mail print copies to all members. If no issues are found, he would like to move ahead with the process.

Concerning the Blue Belle/Weyhill dedication, Solicitor Brienza said their Attorney prepared the easement agreement and had it signed without asking the Township to

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review it. There are errors with size and the agreement is setup between the Township not the Municipal Authority as it should be. Solicitor Dinkelacker sent them an email about the issues. Solicitor Brienza said he wants a complete list of changes before going back to them.

ENGINEER'S REPORT

Karl Schreiter, PE, presented Engineer's report dated April 28, 2017.

Mr. Schreiter said he has not heard back from the Township on the Sunset Drive/Ackerman's Lane Sewer Design project dates.

On the Oakhurst Road sewer project, they found PennDot does not want the project to be open cut, it must be bored. Mr. Schreiter received a preliminary cost of \$10 per foot from a borer. He said that six homes will need to be low-pressure systems. The others will be gravity systems. Mr. Cope said the tapping fee should be made as a down-payment to assure residents want to go through with the project. Mr. Schreiter said he will work on a preliminary plan design. Mr. Schreiter reminded everyone that an easement from Lehigh University will be needed. He said there is also an issue with the Promenade Shops because the area needed for connection to Oakhurst Road has not been dedicated to the Township. The Authority decided to delay the meeting with the Oakhurst Road residents until there is an answer on the Promenade dedication.

Mr. Schreiter and Mr. Cope visited many Industrial Pretreatment Program businesses and found just a few minor issues.

Mr. Schreiter has two motions that need approval this evening. They are Posh Properties planning module and Red Door Learning Center's planning module.

SUPERINTENDENT'S REPORT:

Mr. Cope said the visits to businesses on the Industrial Pre-Treatment List have been going well with just a few minor issues noted. Fourteen visits have taken place so far.

Mr. Cope said staff had training on the TV truck and its software.

Mr. Cope said staff has been doing manhole cleanouts and rehab work in Blue Ridge Estates because RCN will be working there soon.

Mr. Cope said the first phase of GIS data is coming from Hanover Engineering so that Staff will be able to see electronic maps by using an app on their phones.

TREASURER'S REPORT:

Treasurer Mark Sullivan submitted the report that includes interest for the month.

Mr. Sullivan reported that the current balance is \$1,467.77.

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

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Motion passed unanimously.

MOTION (S):

Motion made and seconded to approve the Township Planning Module for Posh Properties. Ref: SEA letter dated 4/17/2017.

Motion passed unanimously.

Motion made and seconded to approve the Township Planning Module for the Red Door Early Learning Center. Ref: SEA letter dated 4/5/2017.

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".

The Authority discusses the issue at length. It is their consensus to not pursue the 53 properties. However, they would like an ordinance drafted so that homes must connect at the time of sale or transfer. Solicitor Brienza will draft a letter to the Board of Supervisors but send it to the Authority for review first.

B. Sewer Tapping Study - update

C. Easement Problems

D. Oakhurst Drive Project

Ref: Meeting minutes from the March 6, 2017 meeting

NEW BUSINESS:

The Authority is in agreement to move the July meeting from July 3 to July 5, 6:00 p.m.

ANNOUNCEMENTS:

Next scheduled meeting of the Authority will be **Monday, June 5, 2017 @ 6:00 PM** at the Water and Sewer Building. We will tour the WWTP before the USTMA meeting.

The tour will begin at 5:00 p.m.

ADJOURNMENT:

With there being no further business to discuss, the meeting of the Upper Saucon Municipal Authority was unanimously adjourned at approximately 7:24 pm.

Respectfully submitted,

Ryan Holmes
Secretary