

UPPER SAUCON SEWAGE TREATMENT AUTHORITY MINUTES

Meeting Held Wednesday, July 5, 2017

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Sewage Treatment Authority at approximately 6:36 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 Sewage Treatment 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.

PUBLIC COMMENT:

None

MINUTES:

A motion was made and seconded to approve the meeting minutes for June 5, 2017 with the following amendments:

Under Engineer's Report: Changed sentence on sludge hauling contract to "Mr. Schreiter said the sludge hauling contract is signed and being implemented."

Under Superintendent's Report: removed paragraph concerning the plant foreman from the minutes.

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 piece of correspondence)

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Date prepared or revised: 6/8/2017, 6/19/2017, 6/29/2017

Date of letter: 6/7/2017

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

Letter sent to: D Muller, Eastern Environmental Contractors, Inc. and others

Subject: Change Orders 2 and 3, Contract 20A

Here are the change orders for this project. Sign and return two copies of each change order.

Date of letter: 6/7/2017

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

Letter sent to: Tom Beil, UST and others

Subject: Aeration System Modifications --- Contract 20A --- Payment Request 6

Please process for payment.

Date of letter: 6/7/2017

Letter from: D Muller, Eastern Environmental Contractors, Inc.

Letter sent to: Karl Schreiter, SEA and others

Subject: Aeration System Modifications.....Contract 20A

(Attached) are the executed copies of the Change Orders 2 and 3

Date of letter: 6/12/2017

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

Letter sent to: Bruce Bush, Chris Cope and others

Subject: Revised Olympus IPP Permit

(Attached) is the revised IPP Permit that was sent to Olympus.

Date of letter: 6/13/2017

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

Letter sent to: Bruce Bush and Chris Cope and others

Subject: Dunn and Bradstreet Revised IPP Permit

(Attached) is the revised permit for D & B as sent to them today.

Date of letter: 6/13/2017

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

Letter sent to: Bruce Bush, Chris Cope and others

Subject: Aldi Revised Permit

(Attached) is the drop-box link for the revised IPP Permit for Aldi. It is too big to e-mail normally.

Date of letter: 6/14/2017

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

Letter sent to: Bruce Bush and others

Subject: Aeration System Modifications.....Contract 20A, CO 2 and CO 3

(Attached) are fully executed copies of Change Orders 2 and 3.

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Date of letter: 6/27/2017

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

Letter sent to: Bruce Bush

Subject: Signed EDU Agreement

(Gary forwarded the following e-mail from Timothy Paashaus, Coopersburg Borough, to Tom Beil dated 6/23/2017)

Coopersburg Borough Council approved the 74 EDU purchase agreement with the Township at its public meeting on June 20th. (Attached) is a scan of the signed document and will send an original to Tom Beil for further approval through the Township. Included with the signed document is a list of the "moratorium properties" that were addressed in the agreement.

Date of letter: 6/27/2017

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

Letter sent to: Bruce Bush and others

Subject: Draft Annual User Charge Section

(Attached) is a first draft for Section M-6 of Sewer Use Ordinance.

This will give us a starting point for our discussions. Once we get the overall rate format, we will then come up with the charges.

(Note: a copy of the attachment was sent to each member of the Authority on 6/29/2017 via e-mail.)

Date of letter: 6/28/2017

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

Letter sent to: Bruce Bush and others

Subject: Dunn and Bradstreet Executed IPP Permit

(Attached) is the fully executed permit as sent to the permittee.

Date of letter: 6/28/2017

Letter from: Karl Schreiter, SEA

Letter sent to: Bruce Bush

Subject: Modification to Aeration System.....Contract 20A (General).....Payment Request #7

We reviewed Application #7 as submitted by Eastern Environmental Contractors Inc.

Base Contract \$ 258,800.00

Approved Change Orders \$ 4,548.41

Total Approved Contract Value \$ 263,348.41

Current Payment Due \$ 2,243.63

Balance to Finish Project \$ 26,163.91

This payment covers work associated with modifications of the aeration tank handrails.

We recommend that the Authority approve this payment of \$2,243.63.

*****end of list of correspondence for July

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SOLICITOR'S REPORT:

The Solicitor's Report dated July 5, 2017 was presented by Solicitor Brienza.

Solicitor Brienza had nothing new to report.

ENGINEER'S REPORT:

Karl Schreiter, PE, presented Engineer's Report dated June 30, 2017.

Mr. Schreiter said the engineer for the new aeration system blowers will be onsite July 11 to start up the automated control panels. The system is currently running on manual. The project is almost complete.

Mr. Schreiter said they are progressing with the Act 537 Plan. They submitted a permit application to both PADEP and DRBC for preliminary effluent standards. PADEP has given the Township the same standards as the old plant. The DRBC may have different standards for total nitrogen based on their model.

Mr. Schreiter has one motion to approve at tonight's meeting. It is a payment request for Eastern Environmental Contractors.

SUPERINTENDENT'S REPORT:

Mr. Cope told the Authority that two mixers were installed and tanks were cleaned last week.

Mr. Cope said staff installed a 30 foot fence extension and regraded to make plant access easier.

Mr. Cope said the plant is in compliance.

TREASURER'S INVOICE(S):

Treasurer Mark Sullivan submitted a report including a request for payment to the Authorities' Solicitor. The invoice totals \$2,580.00 for the Authority's approval and requests payment by Upper Saucon Township.

Motion was made and seconded to approve the treasurer's report as presented by the treasurer and for payment in the amount of \$2,580 to the Authorities' Solicitor.

Motion passed unanimously.

MOTION (S):

Motion made and seconded to approve Payment Request #7 from Eastern Environmental Contractors, Inc., in the amount of \$2,243.63 for work performed to Aeration System, Contact #20A. REF: SEA's letter dated 6/28/2017.

Motion passed unanimously.

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UNFINISHED BUSINESS:

A. Possible UST Ordinance for the purpose of adopting and enforcing the standards and regulations promulgated by the PA DEP which recommends that on-lot management ordinance shall include the "removal of septage or other solids from treatment tanks once every five years or whenever an inspection program reveals that the treatment tanks are filled with solids in excess of 1/3 of the liquid depth of the tank or with scum in excess of 1/3 of the liquid depths of the tank".

A copy of the Lower Macungie Township Ordinance #2013-09 was given to each member of the Authority at the September 2015 meeting.

B. Waste Water Comprehensive Report -

Mr. Schreiter said this is on hold because they are waiting on the 537 Plan numbers to proceed.

NEW BUSINESS:

Mr. Schreiter said he sent a draft of Section M of the Sewer Use Ordinance 42 to Mr. Bush that he will forward to the Authority. He said he needs to start meeting with Solicitor Brienza and Mr. Cope to find out if they are in agreement with the concept. Solicitor Brienza asked that the Authority hold any questions until after the meetings begin.

ANNOUNCEMENTS:

Next scheduled meeting of the Authority will be **Monday, August 7, 2017** following the adjournment of the USTMA meeting, at the Water and Sewer Building.

ADJOURNMENT:

With there being no further business to discuss, the meeting of the Upper Saucon Sewage Treatment Authority was unanimously adjourned at approximately 6:53 pm.

Respectfully submitted,

Ryan Holmes,
Secretary