

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, March 5, 2018

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Township Municipal Authority at approximately 6:05 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
Mark Sullivan – Treasurer
Ronald Reybitz - Asst. Secretary and Asst. Treasurer
Ryan Holmes - Secretary

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 February 5, 2018 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: 2/16/2018, 2/23/2018, 2/26/2018, 2/27/2018, 3/4/2018

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Date of letter: 2/6/2018

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

Letter sent to: Mallory Sweeney, FLB

Subject: Promenade Shops

Thank you for the documents. I will begin preparation of resolutions accepting documents.

Date of letter: 2/6/2018

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

Letter sent to: Suzanne Dankel, Malkames Law

Subject: Saucon Valley Crossings

The engineer has advised that he/others are awaiting submission of revised drawings showing the new lateral configuration (two trailers per lateral). There are some other issues with the water system that are being worked out with Brad Yost at Hanover. Would appreciate if the developer/owners engineer would get in touch with Karl Schreiter and/or Brad Yost on these engineering issues so that we can deal with the legal issues on a "parallel track".

Date of letter: 2/6/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: 4777 Saucon Creek Road.....Plan Review

We reviewed the document Fig Tree Holdings, LLC as prepared by Ott Consulting Inc, dated 11/3/2015.

Proposed plan is for a second lot for future developments that is located next to the existing Red Door Learning Center (formerly Benchmark Labs). Plan did not include any flow projections. Developer must submit a Township Planning Module to document flows from any new proposed facility.

Date of letter: 2/8/2018

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

Letter sent to: Tom Dinkelacker, DDA Law Office

Subject: Weyhill-Closing Out

We agreed to accept a narrower easement from the developer in return for a onetime payment/contribution towards the purchase of an easement cleaner/vac truck.

(Attached) is the offer letter confirming the contribution. I will send you a copy of the purchase order for the unit. The contribution does not cover the full cost but that is not the issue. We need to formulate the mechanics of getting the easement finalized and whatever bill of sale/deed(s) of dedication finalized. Any payment from the developer should be in conjunction with these closing items.

Date of letter: 2/8/2018

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

Letter sent to: Tom Beil, UST and others

Subject: Brinley/TOA Study

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(Attached) is the revised study. I think I covered everything that Jim required. The resolution must be changed to read "Act 537 Plan Special Study Reallocation of Sewage Capacity in Township Collection System to Brinley Court and Traditions of America Land Development Projects" as prepared by SEA and dated 11/2/2017 as revised through 2/16/2018. Also the two modules will have to be added once we receive the changes from each Developer.

Date of letter: 2/9/2018

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

Letter sent to: Gary Brienza, Solicitor

Subject: Weyhill-Closing out

I will start pulling this together. Toll is asking me to wrap this up.

Date of letter: 2/13/2018

Letter from: Gary Brienza, Solicitor

Letter sent to: Indian Valley Appraisals

Subject: Station Ave. Sanitary Sewer Easement

(Enclosed) are the descriptions and maps for two easements that USTMA are seeking to obtain with subject project. Provide a property appraisal with regard to the easements that we are seeking to obtain. The properties are: (1) Thomas and Kathleen Farris, 1480 Station Ave; (2) Keri Kane, 1505 Station Ave.

Date of letter: 2/22/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Bruce Bush

Subject: Saucon Valley Crossing.....Plan Review

We reviewed the Utility Construction Plan prepared by Lehigh Engineering Inc. dated 5/22/2015 with revisions through 2/9/2018.

Proposed project will be to install new water and sewer facilities within the existing mobile home park. We concur with the overall design of the system as relating sanitary sewer issues. Each trailer will require a trap/cleanout assembly as shown in the USTMA standard specifications. We understand that the sewer system will be dedicated to the USTMA. We will require easements to be provided as part of any dedication process.

Date of letter: 2/22/2018

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

Letter sent to: J Medendorp, Pennoni and others

Subject: Revised Special Study.....Approval Schedule (Revised)

Hoping to have the revised Study approved as follows:

USTMA/USSTA - 3/5/2018

UST BOS - 3/12/2018

Send Study to PADEP - 3/14/2018

I have a call into PADEP regarding the advertisement. Based on my comments with Jim Ridgik, a new ad will not be required. The Study has been revised to include

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comments received from Kim Freimuth and Jim Ridgik of PADEP. We are still awaiting the revised Planning Module which must include a map showing the following on one drawing.....all sewer facilities associated with the subdivision including collection system and pumping facilities.....all floodplain information....all wetland information; this was a request of PADEP.

Date of letter: 2/22/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Locust Valley Country Club / Traditions of America.....Plan Review

We reviewed the TOA at Locust Valley as prepared by Pennoni Associates Inc. dated 12/8/2017. The requirements for connection to the sanitary sewer system are outlined in "Sewer Connection Plan for the South Branch Interceptor Drainage Basin" (April 2008 as revised September 1, 2016)(SCP).

The SCP has allocated 125 units to be built on the Golf Club Property. Units will be serviced through a proposed pumping station located on the TOA site. Pump station will transfer sewage for this subdivision along with sewage from the proposed Brinley Court Subdivision to MH#1 located at the intersection of White Oak Drive and Gun Club Road. A proposed clubhouse facility will be built and serviced by a separate grinder pump system. This unit will utilize the three existing 3 edu's associated with the existing sewer located along Locust Valley Road.

To date we have not received any design information regarding the Brinley Court pumping station and the associated sewage force mains that will service both the Brinley Court and TOA pump stations. No final review will be completed on the pumping station until all information including a Design Engineer's Report and PADEP Part 2 Permit Application is available for review and approved by PADEP.

(Karl then listed his comments on the numerous sheets.)

Date of letter: 2/22/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Cirocco Property.....5941 Old Bethlehem Pike.....Grading Plan Review

We reviewed the Grading Plan prepared by Mease Engineering Inc dated 12/14/2017.

Proposed project will connect the Property to the existing sewer located in Township property adjacent to the site. There is sufficient capacity to make this connection.

Karl's only comment must be that a note must be added to the Plan that all work must be completed in conformance with USTMA and UST regulations.

Date of letter: 2/27/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: Wawa.....Planning Module Review

We reviewed the Township Planning Module, Provco Pineville Acquisition, LLC, prepared by Bohler Engineering dated 8/11/2017 with revisions through 12/8/2017.

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 convenience store, gas pumps and a fast food restaurant.

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The estimated water consumption for the proposed facilities is: market -- 1633 gpd,+ fast food restaurant --- 971 gpd, for a total of 2604 gpd.

This estimated flow represents a total of 15 edu's. The water use is equivalent to a sewage flow of 3344 gpd based on a unit sewage flow of 226 gpd/edu.

Proposed project will replace four residential units and one commercial facility with an allocation of 7 edu's. Therefore, the proposed facility will utilize an additional 4 edu's.

This will add an average flow of 904 gpd to the wastewater treatment system.

Proposed facilities will connect to existing sewers located in Passer Road on the north side of the project. There is sufficient capacity in the Lower SBI Drainage Area to provide service to this proposed project. There is allocated treatment plant capacity for providing sewer service to this area of the Township. There are no reported conveyance problems associated with the sewers servicing the proposed project. We recommend that the USTMA and the USSTA approve this module. The Township must process the PADEP Planning Module Exemption Request Form and sent to PADEP.

Date of letter: 3/2/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Bruce Bush

Subject: DeSales University.....Upper Classman Village Phase 2.....Release of Sewer Escrow Release

By e-mail dated 3/2/2018 DeSales University has requested a release of escrow monies associated with the construction of the sanitary sewers for Phase 2 of the Upper Classman Village. The University has requested release of 100% of the escrow. A final inspection was held and the sewer system was found to be acceptable. We recommend that the Authority approve the release of \$61,737.60

*****end of correspondence list for March

SOLICITOR'S REPORT:

The Solicitor's Report dated March 5, 2018 was presented by Solicitor Brienza.

Solicitor Brienza reported that Brinley submitted the special study that needs the Authority's approval tonight. Next week it will be presented to the Board of Supervisors for approval.

Mr. Brienza said Mr. Schreiter approved the revised drawings for Saucon Crossings and Solicitor Dinkalacker will draw up the agreement.

Mr. Brienza said that Tom Beil invited him and Mr. Bush to a Public Works Committee meeting that will happen sometime in 2018 regarding the 52 connections. Mr. Beil said the meeting date is up in the air until a new member is appointed to the Board of Supervisors and committee members are chosen.

On the Promenade Shop easements, Solicitor Brienza is hopeful that all easements will be done by the next meeting in April.

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Solicitor Brienza said there are a few more easements needed for the Station Avenue Sewer Extension project. Mr. Cope will send certified letters by next week to notify residents that appraisers may be on their properties.

Mr. Brienza explained that there was a meeting last Wednesday to finalize ongoing amendments to the 537 Plan. In attendance were Solicitor Brienza, Mr. Schreiter, Mr. Bush, Mr. Cope, Mr. Guignet, Mr. Beil and Ms. Lang. He said there was a long discussion on future development plans and the need for a sewer plant expansion. They spoke of a potential purchase of land on Route 378 for a second plant. Mr. Beil asked Mr. Schreiter to do a study to determine if a second plant is needed for future use, even if it will not be needed until 40 years from now. Mr. Brienza said legally they should be addressing potential development.

Mr. Schreiter said there are less than 100 available EDU's remaining but all current projects are covered. He said if a large company such as Olympus or B. Braun decide to expand, capacity will not be available.

ENGINEER'S REPORT

Karl Schreiter, PE, presented Engineer's report dated March 2, 2018.

Mr. Schreiter said there was an informational meeting with residents last Thursday regarding the Sunset Drive/Ackerman's Lane sewer project. There are current stormwater issues. The Township is moving the project along and the sewer lines will go in this summer but connection will not occur for another 4-5 years as we have to acquire approvals and land. He added that eight bidders attended the pre-bid meeting.

Mr. Schreiter said a permit application for the Station Avenue Sewer Extension was submitted to PennDOT. They have not replied yet.

Mr. Schreiter stated that Provco Acquisitions, LLC/Wawa will need four additional EDU's to service the Wawa and fast food that will be located there.

Mr. Schreiter said all Industrial Pretreatment Program annual reports have been received but Sacred Heart needs to resend theirs. All others will be forwarded to Mr. Cope.

Mr. Schreiter said he has three motions for approval at tonight's meeting.

SUPERINTENDENT'S REPORT:

Mr. Cope said they assisted Coopersburg over the past few weeks by TVing several streets. Several issues were found. He said working with Coopersburg is a win-win situation because they are finding several sources of I&I plus it is a good partnership. The Township was paid \$2,000 for their work.

Mr. Cope said there are two more repairs to be done at Mountain Glen. The easement machine is ready for delivery.

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Mr. Cope explained they are conducting a two-month trial using bio-augmentation. This is a new process to help limit fog. If it works, it will be added to the budget.

Sewer lines at Posh Properties were flushed and TV'd. They look good now.

Mr. Cope added that they are looking at purchasing a new TV Van in 2019. This will be added to the budget.

TREASURER'S REPORT:

Mr. Sullivan stated there were two checks written: One for \$200 covering the annual PMAA membership. A second for \$18.15 was to Mr. Bush for office expenses.

MOTION (S):

Motion made and seconded to approve the Special Study titled "Act 537 Plan Special Study Reallocation of Sewage Capacity in Township Collection System to Brinley Court and Traditions of America Land Development Projects"; REF: SEA Engineering Report dated March 2, 2018.

Motion passed unanimously.

Motion made and seconded to approve the Township Planning Module for Provco Pineville Acquisition, LLC; Ref: SEA Engineering Letter dated February 27, 2018.

Motion passed unanimously.

Motion made and seconded to approve the Sewer Escrow Release as requested by DeSales University for the construction of the sanitary sewers for Phase 2 of the Upper Classman Village. The amount of the release is \$61,737.60. REF: SAE Letter dated March 2, 2018.

Motion passed unanimously.

UNFINISHED BUSINESS:

A. Unconnected Sewer Analysis

Reference SAE's letter dated 1/8/2014. Study identified 53 potential properties that should be connected to the sanitary sewers. Mr. Beil said the matter is on hold until members of the Public Works Committee are determined.

B. Sewer Tapping Study - update

C. Easement Problems

D. Oakhurst Drive Project

Ref: Meeting minutes from the March 6, 2017 meeting. Installation of gravity and low pressure sewers to the area east of the I-78 bridge.

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E. Saucon Valley Crossings Mobile Home Park
Update on the status.

F. Station Avenue Sanitary Sewer (Spring Valley Area)
Sewer extension from MH# BB99 located adjacent to Weyhill Drive will be installed to service existing homes located along Station Avenue.

NEW BUSINESS:

None

ANNOUNCEMENTS:

Next scheduled meeting of the Authority will be **Monday, April 2, 2018 @ 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 6:44 pm.

Respectfully submitted,

Ryan Holmes
Secretary