

MEETING AGENDA
Upper Saucon Township Sewage Treatment Authority
(USSTA)

Monday, January 8, 2018 @ 6:00 PM or following the conclusion of the USTMA meeting.

Location: Upper Saucon Township Water and Sewer Building

1. Call Meeting to Order

A. Pledge of Allegiance

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

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

2A - Reorganization of the USSTA:

-Elect Chairman

Consideration of a motion to elect _____ as Chairman

-Elect Vice Chariman

Consideration of a motion to elect _____ as Vice

Chairman

-Elect Secretary

Consideration of a motion to elect _____ as Secretary

-Elect Treasurer

Consideration of a motion to elect _____ as

Treasurer

-Elect Asst. Secretary/Treasurer

Consideration of a motion to elect _____ as

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Asst. Secretary/Treasurer

Appointments for 2018:

1.Consideration of a motion to appoint Gary Brienza (Firm-Peters, Moritz, Peischl, Zulick and Brienza) as Solicitor

2.Consideration of a motion to appoint Karl Schreiter (Firm - Schreiter Engineering Associates) as Engineer

3.Consideration of motion to appoint Reinsel, Kuntz, Leshner, LLP as Auditor.

Set Meeting Dates and Times:

Consideration of motion to establish the Meeting Dates and Time as the first Monday of each month with the exception of September's meeting which will be held on Tuesday, September 4, 2018.

Time of meeting -- 6 PM or following the USTMA meeting

3. Notification Announcement - 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 members of the Authority.

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

No individuals have requested time to address the Authority. This was as of the time of preparation of this 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 minutes from the December 2017 meeting.

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6. Correspondence Comments - Authority members may comment on the correspondence packets 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.

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.

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

10. Treasurer’s Report-

11. Motions Requested -

A. Approve the payment request #3 from Barry J. Hoffman, Inc. for work on the Modifications to Aeration System, Contract #20B in the amount of \$58,425.00. Ref: SEA's letter dated 12/19/2017.

B. Approve the awarding of Contract #21, for the Main Electrical Distribution Equipment Replacement, to Wind Gap Electric Inc. pending a review of the contract documents by the Solicitor. Ref: SEA's letter dated 12/20/2017.

12. 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”.

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A copy of the Lower Macungie Township Ordinance #2013-09 was given to each member of the Authority at the September 2016 meeting.

- B. Waste Water Comprehensive Report - Discussion on the status of the work on hold because of work being performed on the Act 537 Plan Revision

13. **New Business -**

14. **Courtesy of the Floor-**

15. **Announcements -**

- A. Next scheduled meeting of the Authority will be Monday, **February 5, 2018**, following the adjournment of the USTMA meeting, at the Water and Sewer Building.

16. **Adjournment**