

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, May 7, 2018

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Township Municipal Authority at approximately 6:07 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 April 2, 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: 4/9/2018, 4/11/2018, 4/19/2018, 4/20/2018, 4/23/2018, 4/26/2018, 4/30/2018, 5/2/2018, 5/3/2018

Date of letter: 3/30/2018

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Letter from: Karl Schreiter, SEA

Letter sent to: Travis Bult, Dirt Work Solutions

Subject: Lanark Commons Pump Around

Lanark Road is a state highway, you stated that PENNDOT has been notified. You may be required to have traffic control at MH#355 since you plan on keeping it open during the construction work.

All residents who discharge to the sewer within the bypass segment must be notified before beginning work. Confirmation of the notification must be provided to our office prior to starting work.

Sewer cannot be left out of service during none working hours.

You are responsible for operation of the bypass pumping. We require you provide a backup plan in case of pump failure.

No work may be started until compliance with these items has been provided.

Use of Rupp Prime Aire Centrifugal Pump is acceptable. Specifications indicate it can pass 3" solids.

Date of letter: 3/30/2018

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

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

Subject: Saucon Valley Crossing Response to Malkames letter 3/22/2018

We reviewed the waiver requests made in Malkames letter of 3/22.

We contacted Dave Lear at Lehigh Engineering to discuss this issue. He stated that the problem is in the front segments of the park. The overall width to work is about 15-20 feet. It could be narrower in some cases. The contractor has complained that he may not be able to get his equipment and trench box in if he has to meet these requirements. After discussing with Dave, I recommend that a meeting be set up with the owner and their contractor to discuss this issue before any waiver is issued. In addition, I attached the PADEP requirements on separation of sewer and water mains.

Date of letter: 4/2/2018

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

Letter sent to: Karl Schreiter, SEA and others

Subject: Saucon Valley Crossing Response to Malkames letter 3/22/2018

I have no objection to a meeting. Perhaps you can ask Sandy D. to begin the scheduling process.

Date of letter: 4/3/2018

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 dated 12/14/2017 with revisions through 3/26/2018.

Based on the latest revision there is sufficient capacity to make this connection.

Date of letter: 4/5/2018

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

Letter sent to: Chris Cope, UST and others

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Subject: US WWTP Electric Service Retrofit.....Shop Drawing and Code Review Status FYI.....e-mail from William Ramage, dated 4/5/2016

[William] stated that Allan Shaffer at Wind Gap said yesterday he would call his suppliers to find out the status with the shop drawings. Allan said he tried to get Square D equipment for the project but they couldn't agree on the price so they will be using EATON/Cutler-Hammer. Called Dave Shields of Keystone Code and he confirmed what you had indicated, he needs information on the equipment enclosure construction. Contacted Jeff Haas, local rep for Eaton/Cutler-Hammer about the information Dave is looking for. Jeff said this will be in the shop drawing but he has the contract they have with the enclosure manufacturer that indicates the info Dave needs will be part of their shop drawing submission. (Attached) is the latest code review letter concerning this project.

Date of letter: 4/5/2018

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

Letter sent to: Karl Schreiter, SEA and others

Subject: GOL Steakhouse (formerly the Windsor Hotel.....formerly for about 5-minutes The Burgery -----Center Valley Lodging LLC

[Gary provides background on the subject and what needs to be done]

(Note: a copy of Gary's e-mail was sent to each member of the Authority on 4/11/2018)

Date of letter: 4/5/2018

Letter from: Rachel Dwinal, Solicitor's Paralegal (e-mail)

Letter sent to: Tom Beil and others

Subject: Center Valley Lodging

(Letter was sent regarding the GOL Steakhouse located at 6034 Main Street, Center Valley PA. The letter requested status of the ownership of the facility and whether or not there is a tenant involved in the new restaurant. We will need to make arrangements for issuance of the new or revised IPP thereafter. It is also expected that the current operator/tenant of the restaurant will cooperate with Township/Authority staff in order to complete the internal grease trap inspection.)

Date of letter: 4/6/2018

Letter from: Chris Cope, UST

Letter sent to: Selected residents on Station Ave

Subject: Public Sewer Connection

(This letter was sent to notify residents that the USTMA will discuss plans in install public sewer in your area on 5/7. Session will begin at 6:30 PM. Meeting will review sewer locations logistics, project timetables, easement requests, permit regs and estimated costs.)

Date of letter: 4/6/2018

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

Letter sent to: Gary Brienza and others

Subject: GOL Steakhouse

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Thanks Gary. At this point we should be under 42-R from an enforcement standpoint. Do you agree Tom?

Date of letter: 4/6/2018

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

Letter sent to: Tom Dinkelacker, and others

Subject: GOL Steakhouse

I agree.....but to start the ball rolling I did send a letter to Center Valley Lodging to see if they will cooperate.....if not then it will go the route of 42-R enforcement. I'm hoping we can get it done without need for enforcement procedure.

Date of letter: 4/6/2018

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

Letter sent to: Gary Brienza and others

Subject: GOL Steakhouse

Agreed.

Date of letter: 4/9/2018

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

Letter sent to: Bruce Bush and others

Subject: Revised Standard Specifications

We revised Section 1010 of the Standard Specifications to require a maximum pipe velocity of 10 fps at full pipe flow (Section 2.7H on page 11). This issue came up during our review of a proposed sewer for Cooper Farm. We should approve this change at the next meeting.

Date of letter: 4/9/2018

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

Letter sent to: Mike Eckenrode, Hanover Engineering

Subject: Oakhurst Drive Easement for Review

Easements look good. When can we have the individual easement descriptions and plot plans to discuss with the homeowners?

Date of letter: 4/11/2018

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

Letter sent to: Robert Ciccone, RGC Development

Subject: Upper Saucon Sanitary Project Submittals

(Here) is a listing of the submittals we will require. The ones you e-mailed to me today have been rejected. We can discuss at the meeting on Friday morning.

Date of letter: 4/14/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: DeSales University.....Athletic Field Improvements (Phase 2)...Industrial Pretreatment Application Review

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We reviewed the subject Application. Project includes construction of two concession stands at each of the baseball fields. The facilities will have no cooking facilities. Food sold in the stands will be prepacked items. Therefore, no further permitting will be needed

Date of letter: 4/16/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Bruce Bush

Subject: DeSales University.....Athletic Field Improvements Area (Phase 2).....Pre Construction Meeting

A copy of the minutes from the meeting held on 4/11/2018 is (enclosed). (The minutes included the discussion of the general items.....start date of construction - 5/7/2018.....contractor must check manholes to assure that channels are uniform with smooth sides.....all sewers must be flushed and cleaned before video inspection by Township staff....both the contractor and developer were briefed on the Authority's inspection requirements regarding repairs and acceptance of sewers under the Authority's flushing program.

Date of letter: 4/16/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Bruce Bush

Subject: Ackermans Lane/Sunset Drive Sewer Installation.....Pre-Construction Meeting (Attached) is a copy of the minutes of the meeting held on 4/13/2018.

[Highlights of the minutes: Starting date 4/30/2018

The contractor and developer were briefed on the Authority's inspection requirements regarding repairs and acceptance of sewers under the Authority's flushing program. Contractor will start on Sunset Drive portion of project. Owner at 4624 may give permission to contractor to use lot in circle.....Contractor shall call owner to make arrangements. A new lateral location to service the circle lot at the top of Sunset Drive has been added. Hanover will look at relocating sewer line at entrance to Ackerman's Lane to allow for easier traffic control over stream culvert pipe area.

Date of letter: 4/16/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: DeSales University.....Athletic Field Improvements (Phase 2)...Planning Module Review

We reviewed the Module prepared by Barry Isett and Associates, dated 12/1/2018 with revisions through 4/14/2018.

Project area is in the general location bounded by Landis Mill Road, Station Ave., and the former Reading Railroad right-of-way. Proposed facility expansion includes new grandstands, plaza area, press boxes, two concession stands, and two new restrooms. A portion of the existing sewer will be relocated. [Karl's comments included changing the lateral size to 6-inch diameter pipe from proposed restrooms to the sewer main. Reduce pipe slope between MH#3 and MH#2 to 0.059 ft/ft.

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Date of letter: 4/16/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

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

We reviewed the Plan dated 12/8/2017 with revisions through 4/6/2018.

The SCP has allocated 125 units to be built on the Locust Valley Golf Club property.

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. Therefore, 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 approval by PADEP.

[Karl had comments on sheets 51-57; 58-64; 80-87; 96-100. See the document for Karl's comments]

Date of letter: 4/16/2018

Letter from: Sandy Diacogiannis, UST (e-mail)

Letter sent to: Bruce Bush

Subject: TOA Planning Modules.....Signature needed ASAP

Please call me when you receive this message. (Bruce visited with Sandy and signed the documents)

Date of letter: 4/18/2018

Letter from: Thomas Beil, UST (e-mail)

Letter sent to: Chris Cope, UST and others

Subject: Sewer Connection Agreement.....Horse Alley and Stone Harvest Estates

Did the Municipal Authority approve this Agreement? If so, please have the Chairman and Secretary sign it.

Date of letter: 4/19/2018

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

Letter sent to: C Genner, CR Wynn and others

Subject: Sewer Easement.....Lot 134 Weyhill Estates

(Attached) is a draft sewer easement and agreement. Review and provide comment. I will prepare and send the bill of sale for the off-site sewer line tomorrow.

Date of letter: 4/20/2018

Letter from: Seth Pellegrini, Toll Brothers (e-mail)

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

Subject: Sewer Easement.....Lot 134 Weyhill Estates

Can you insert language about notification of access to the HOA? Something like "Authority will provide 24 hour advance notification to the landowner when practical for maintenance/inspection work but will have right to access without notification in emergency situations". Rest looks ok.

Date of letter: 4/20/2018

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

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

Subject: Sewer Easement.....Lot 134 Weyhill Estates

Does there need some language about the removal of trees that are currently within the easement as well as not planting/constructing anything in either Easement in the future (see attached pics taken this morning).

Date of this letter: 4/20/2018

Letter from: Curt Genner, C R Wynn (e-mail)

Letter sent to: Chris Cope, UST and others

Subject: Sewer Easement.....Lot 134 Weyhill Estates

This Easement is only for the sanitary sewer easement on Lot 134. I believe that the water dedication is being handled separately.

Date of letter: 4/20/2018

Letter from: C Genner, C R Wynn (e-mail)

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

Subject: Sewer Easement.....Lot 134 Weyhill Estates

I was not at the site meeting where the Township and Authority came up with a solution for the trees and the track machine. Did Toll offer to relocate the trees or was it decided that they could stay if they purchase the track machine? I thought they were in a bind with the owner of lot 36 as they promised the trees to the homeowner.

Date of letter: 4/20/2018

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

Letter sent to: C. Genner, C R Wynn and others

Subject: Sewer Easement.....Lot 134 Weyhill Estates

It has been a few months since the view so I'm working from my recollection. I believe that there were 1-4 trees that had to go even with the track machine. Yes, there was one of them that was problematic with regard to the homeowner but I BELIEVE that one had to go as well. I am not sure if the track machine (now that it is actually in hand) will allow for the trees to stay or go. It might require either another site view for a few minutes.....

Date of letter: 4/27/2018

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

Letter sent to: M. Ciccone, RGC Development

Subject: Upper Saucon Sanitary Project

In reply to your questions.....

You do not need to use detection tape on gravity sewers. Contact Joe Geib, UST, regarding the tax exempt forms, 2A stone from CrushCrete has not been approved. Submit the materials for review by Hanover to see if it is acceptable, Hanover will provide the cut sheets.

Date of letter: 5/1/2018

Letter from: P. Lang, UST (e-mail)

Letter sent to: Gary Brienza, Solicitor and others

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Subject: Transition Items

The Improvements Agreement with MGSD, LLC, dated 12/26/2013, indicates on page9--"Eleventh: Improvements Dedication".....It is believed that no IMPROVEMENTS owned by successor are to be dedicated to the Township. If a sanitary manhole in Oakhurst remains undedicated, successor shall work with the Association to facilitate such transfer, for a nominal consideration of one dollar. Does this suggest to you that we previously accepted dedication of improvements? I'm not sure what else this could mean as there are obviously sewer and water lines located on the site.

Date of letter: 5/1/2018

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

Letter to: Gary Brienza, Solicitor

Subject: Transition items

Perhaps we should meet to recap where we are on this. It has been some time.

Date of letter: 5/1/2018

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

Letter sent to: P. Lang, UST

Subject: Transition Items

Not necessarily. MGBD purchased only the lots from the bank after the prior developer defaulted. Our improvements agreement was limited essentially to what needed to be done to sell the homes. We should meet and discuss.

Date of letter: 5/2/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Patricia Lang, UST

Subject: DeSales University -- Athletic Field Improvements Area 2----Sanitary Sewer Cost Estimate Review

We reviewed the cost estimate as prepared by Barry Isett and Associates Inc. dated 4/13/2018. Based on our review of the estimate the approved costs are as follows:

Sanitary Sewers	\$61,930.00
10% Contingency	\$ 6,193.00
Total	\$ 68,123.00

Date of letter: 5/2/2018

Letter from: Karl Schreiter, SEA

Letter sent to: Jim Mazeika, Barry Isett and Associates Inc

Subject: DeSales University.....Athletic Facilities Project....Equipment Submittal Review

(Karl listed his comments on the various materials to be used on this work.)

*****end of correspondence list for May

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MEETING WITH THE RESIDENTS AFFECTED BY THE STATION AVENUE SEWER PROJECT

Members of the Authority and Township staff met with residents from 6:30 p.m. until 7:32 p.m.

SOLICITOR'S REPORT:

The Solicitor's Report dated May 7, 2018 was presented by Solicitor Brienza.

Solicitor Brienza said that trees needing to be removed from the easement were marked today at Weyhill. He said there is no need to identify the trees in the easement agreement or bill of sale if they are removed within 8-10 weeks.

Mr. Brienza said in error Mountain Glen submitted their dedication paperwork to Patricia Lang. It was forwarded to Mr. Brienza, Mr. Schreiter and Mr. Cope. Mr. Brienza said they would like to dedicate now but Solicitor Dinkelacker wants Township staff to meet first to make sure everyone is on the same page before discussing dedication with Mountain Glen. Mr. Brienza is hopeful staff will meet in June and dedication will wrap up in August.

Mr. Brienza said there was a meeting at Saucon Crossings one week ago to discuss waivers and the sewer plan. Mr. Schreiter said 8' instead of 10' separation for water and sewer lines would be acceptable. Mr. Brienza said they are just waiting on paperwork from Solicitor Dinkelacker.

Solicitor Brienza said Solicitor Dinkelaker cancelled today's meeting on the tapping fee ordinance. Mr. Brienza will email Mr. Beil for an update.

Solicitor Brienza said they are waiting on signatures from the Promenade Shops and various owners for the sewer expansion easements.

Mr. Bush asked the Authority where they see things going from here with the Station Avenue Sewer Extension. Mr. Schreiter said we have to proceed because there is a signed agreement to provide sewer service.

Mr. Brienza will follow up with Mr. Beil about scheduling a committee meeting to discuss the 53 unconnected homes.

Mr. Brienza said he sent a letter ten days ago to PADEP concerning the TRE. He will wait awhile longer and follow up.

ENGINEER'S REPORT

Karl Schreiter, PE, presented Engineer's report dated May 4, 2018.

Mr. Schreiter said he hopes the easements for Oakhurst storm sewer improvements will be ready next week.

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Mr. Schreiter said all sewer laterals along the route will be replaced during the Oakhurst storm sewer improvement project.

Cooper Farms told Mr. Schreiter they are ready to start boring. Mr. Schreiter told them they cannot because they did not submit paperwork to the Township or PennDot that must be approved first.

SUPERINTENDENT'S REPORT:

Mr. Cope said they had more demos for TV Vans.

Mr. Cope said there was a pre-construction meeting with Copperhead Grille. He said the home to the left of the restaurant is being torn down and more parking is being added.

There was a walk-through at Blue Ridge Estates.

Mr. Cope said the Sunset Drive/Ackerman's Lane sewer project had been staked out.

Mr. Cope said there was a pre-construction meeting to discuss DeSales University's athletic field project.

AB Computer and Jetpay are looking to expand.

Mr. Cope researched adding more fuel storage. He said a 2,800 gallon above-ground tank would cost around \$45,000. He said a below-ground tank would not be feasible.

Mr. Cope explained that the area behind the garage needs to have the brush cleared. He asked the Authority if they would like the area cleared that may become a part of the new plant. The Authority would like it cleared.

TREASURER'S REPORT:

Mr. Sullivan reported interest received. The ending balance is \$1,142.31.

MOTION (S):

Motion made and seconded approving a change to the Standard Specifications. The change is to require a maximum pipe velocity of 10 fps at full pipe flow (Section 2.7H on page 11). Ref: SEA's e-mail dated 4/9/2018.

Motion passed unanimously.

Motion made and seconded authorizing the Chairman to sign the Sewer Connection Agreement for the Horse Alley and Stone Harvest Estates. The Agreement is between Upper Saucon Township and the Borough of Coopersburg and their Municipal Authorities. Ref: E-mails from Chris Cope and Tom Beil dated 4/18 and 4/19/2018.

Motion passed unanimously.

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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. (1) Update of the status of the letter that the Authority recommended be sent to the "53"; (2) Status of the request for an Ordinance to cover the inspection of the laterals prior to sale of the property.

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.

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, June 4, 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 8:18 pm.

Respectfully submitted,

Ryan Holmes
Secretary