

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, July 1, 2019

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Township Municipal Authority at approximately 6:04 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
Ronald Reybitz - Asst. Secretary and Asst. Treasurer
Ryan Holmes - Secretary
Mark Sullivan – Treasurer

STAFF PRESENT:

Gary A. Brienza, Esquire, Solicitor
Andrew T. Bohl, P.E., Engineer
Farley F. Fry, P.E., Engineer
Chris Cope, Director of Water and Sewer Resources
John Guignet, UST Asst. Director of Water and Sewer Resources

VISITORS:

Keith Kichline (arrived part way through meeting)

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.

PUBLIC COMMENT:

Keith Kichline asked for an update regarding the Oakhurst sewer extension project. Gary Brienza told him that easement agreements were sent out to all property owners and we are waiting on four people to sign them and send them back. Mr. Kichline indicated his attorney has sent the Township a letter but Attorney Brienza stated that as of the meeting, he had not received anything.

MINUTES:

A motion was made and seconded to approve the meeting minutes from June 2019 as presented.

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)

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Bruce Bush asked if the BOS had awarded the bid for the new Water/Sewer garage and Chris Cope said they had (see correspondence below).

Date list was prepared or amended: 6/18/2019

Date of letter: 6/4/19, 6/27/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Tom Dinkelacker, LVLAW

Subject: Promenade Shops

Have the various easements been received and recorded? Is this matter at an end? If not, what remains outstanding?

Tom's reply.....

Everything is done (save water)

Date of letter: 6/4/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Tom Dinkelacker, LVLAW

Subject: Weyhill

Have all docs/deeds of dedication or bills of sale been submitted such that this matter is an end? If not, what remains to be done?

Tom's reply.....

As to off-site sewer yes, as to on-site sewer and onsite/off-site water, no.

Date of letter: 6/4/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Tom Dinkelacker, LVLAW

Subject: Mountain Glen

Been carrying this as still open on my monthly report for the USTMA. However, I believe that all matters have been addressed including whatever remaining paperwork was needed. Can I close this one out or are their still outstanding issues to be addressed?

Tom's reply.....

I'm in the process of drafting the sewer easements. The first has been approved by Mr. Hoffman on behalf of the HOA, however, I need to confirm that easement descriptions are acceptable. Not sure if Karl approved them. Do you recall or have info?

Date of letter: 6/4/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Tom Dinkelacker, LVLAW and Tom Beil, UST

Subject: Tapping Fee

Any update of the fee increase?

Tom's reply.....

I recall asking Jackie to schedule a meeting to begin discussion. Let's talk on this one.

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Date of letter: 6/4/19
Letter from: Gary Brienza, Solicitor (email)
Letter sent to: Tom Dinkelacker, LVLAW
Subject: Status -- Saucon Crossings

My understanding is that construction has been proceeding and that the job has gone well thus far. However, I am not sure that the final version of the revised developer's agreement has been signed....where are we at with that aspect?

Tom's reply.....

The agreement is not signed although I have done everything that has been requested by Atty Malkames. His client is not expressing concern over observation costs. We are trying to get the agreement done. No agreement, no dedication.

Date of letter: 6/5/19
Letter from: A. Bohl, Hanover Engineering (email)
Letter sent to: Tom Dinkelacker, LVLAW and Gary Brienza, Solicitor
Subject: Mountain Glen

Hanover Engineering reviewed the easement descriptions and plot plans early this year and issued a review letter on 2/25. I believe, we have not received revised documents per our review letter. I have (attached) a PDF of our review letter.

Date of letter: 6/6/19
Letter from: Gary Brienza, Solicitor
Letter sent to: Michael Prokup, Esq.
Subject: Oakhurst Sanitary Sewer Easement

Reference your 5/20/19 letter regarding the Dolores Yundt Trust Easement. I have no problem with your suggested language change regarding paragraph 4. (Enclosed) is a new version of the Easement.

Unfortunately, however we are unable to reserve an EDU as requested in your letter. If it would be easier, since it appears the property is currently undeveloped, the Township would be amendable to making a direct payment of \$1,000.00 in lieu of the credit for a tapping fee which may never be used. Please advise.

Date of letter: 6/14/19
Letter from: Bruce Bush (email)
Letter sent to: Members of the Authority
Subject: New Water/Sewer Garage

From the 6/10/19 BOS Meeting Agenda.....

Award Bids --- New Water and Sewer Garage

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Site work and general building construction -

Consider a motion to award the work to Ankiewicz Enterprises Inc. in the amount of \$1,525,336.75

Mechanical -

Consider a motion to award the work to K.C. Mechanical Service, Inc. in the amount of \$167,000.00

Plumbing -

Consider a motion to award the work to Dual Temp Co. Inc. in the amount of \$93,600.00

Electrical -

Consider a motion to award the work to Wind Gap Electric Inc. in the amount of \$160,770.00.

Date of letter: 6/25/19

Letter from: Gary Brienza, Solicitor

Letters sent to: Maria Spinosa
Jeff and Lizbeth Soto
Don and Pam Kuntzman
Dan Cocco

Subject: Oakhurst Sanitary Sewer Easement

As of today's date neither I nor the Township has heard from you regarding your review of the Easement. It is important that we speak to you as soon as possible regarding this matter.

*****end of correspondence list for the July meeting

SOLICITOR'S REPORT:

The Solicitor's Report dated July 1, 2019 was presented by Solicitor Brienza.

Solicitor Brienza said that the sewer construction in Saucon Crossings is complete but water is not but that he is still missing the finalized developer's agreement. Chris Cope noted that he has been instructed by Tom Beil, not to issue the pit reader and water meters until the Township receives this finalized agreement. They are trying to get this before the next BOS meeting so everything can keep moving forward.

Solicitor Brienza said that he is waiting on a date to be set for the Tapping Fee Ordinance meeting.

Solicitor Brienza reported that the issues with Mr. Ginder of Camp Elim remain. The stub to the manhole is complete and approved but the manhole is now the issue. The seal is good but flow out of the manhole and into the pipe is not a smooth channel. This

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will create a place for things to catch and build up. Mr. Ginder has also indicated that it may be a year until he hooks up to the kitchen facility on the property.

Solicitor Brienza said that three of the Oakhurst easements are complete; two need minor revisions and four that he has received no response from. He has again, sent these letters and if he still receives no response he will have to send a fourth letter threatening condemnation. The main issue remains to be the estate issue's for the Kichline property. Gary is still waiting to hear from their attorney.

ENGINEER'S REPORT

Andrew Bohl, PE, presented Engineer's report dated June 28, 2019.

Mr. Bohl said there was a meeting held on 6/12/19 to discuss the 537 and that it is almost complete. He hopes to have a final meeting to review everything later this month or in early August.

Mr. Bohl said that on June 12, 2019 he, Chris Cope and John Guignet walked the Executive Parkway project and reviewed the three different options. There is a possibility that this project may not go to construction this year because it may require an easement from Dun & Bradstreet as there are gas, water, cable, phone and electric utilities to contend with.

Mr. Bohl gave an update on the Sunset/Ackerman's project and reported that it is almost complete. RGC made repairs to the Ackerman's sewer line that was unacceptable. This week they plan on making the repair on Sunset Drive that also did not pass inspection. RGC submitted a payment request that will need a motion for approval. DEP and OSHA were out to this project last week after a resident called them to complain but they both said everything looked good. There is just over \$141K remaining on this contract and they are requesting \$69,240.86. Retainage will be around \$72K until all issues have been addressed and satisfied. After all issues are addressed but before final payment, the sewer department will go out one final time to do a TV inspection.

Mr. Bohl told the Authority that there was a pre-construction meeting for the "Old Saucon" subdivision and that construction would likely begin soon.

Mr. Bohl said that the sewer portion of the Saucon Crossings construction is complete.

Mr. Bohl said that the plans for the Oakhurst sewer extension are complete and he will be moving forward and submitting documentation for construction permits including DEP permits for the two stream crossings and two wetland crossings. Mr. Bush asked if anyone remembered who the original guy was that came to a meeting to inquire about running the sewer line. He said maybe the Authority should try and reach out to him.

Mr. Bohl told the Authority that Coopersburg had four exceedances between 5/22/19 and 6/26/19. He said he spoke with Tim Paashauss, Borough Manager, who told him

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that the borough has been finishing up annual rehabilitation projects within the collection system and that the Borough is looking into doing some additional sewer rehab projects later this year or early next year of approximately 1200lf located on State Street. This section is in poor condition. Mark Sullivan asked if Andy knew if they are making quality repairs or repairs that will just get them through the next year or two? Mr. Paashauss told Andy Bohl that they are using block grant money that is provided by the DCNR for rehabilitations. Chris Cope mentioned that they are now using the same company we use for rehab projects which is a reliable company as compared to prior years. They had previously been using companies we had tried but weren't very satisfied with their work.

SUPERINTENDENT'S REPORT:

Mr. Cope reported that the trench outside the building is for a 4" gas line for the new Water/Sewer building. There is also a stub for future need at the Plant. The tree clearing company is done but they only completed about 95% of the work they bid so he will either have to track them down and wait for them to complete the agreed upon work or discount their invoice.

Mr. Cope mentioned that the Sewer Department has been doing some private contract work for DeSales University and Coopersburg Borough for some sewer back-up emergencies and we have flushed and TV'd for them.

Mr. Cope noted that he is waiting for the ok from Andy Bohl to do the final TV inspection at Sunset and Ackerman's.

Mr. Cope stated that the sewer department has completed another point repair out in the Oakhurst Development.

Mr. Cope said so far we have only had one person sign up for the sewer cap clean-out replacement project, which has been completed. He said we did not get the response that he thought we would get.

Mr. Cope told the Authority that another resident just connected to the sewer from the old Oakhurst sewer extension that was installed a few years back.

TREASURER'S REPORT:

Mr. Sullivan reported that there are no disbursements this month. The ending balance is \$925.20 with interest. No approvals are needed this month.

MOTION (S):

A motion was made and seconded to approve payment request #9 from RGC Development for the Sunset and Ackerman's project dated 5/31/2019 in the amount of \$69,240.86. Ref: Hanover Engineering's letter dated 7/1/2019.

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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.

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

Status: 2/19/19--Tom Dinkelacker had a casual discussion regarding this matter with Tom Beil. Tom's sense is that there will be some discussion regarding further review by the committee. 3/8/2019--Tom Beil stated that Bruce would be invited to the next Public Works Committee meeting.

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. Stabler Executive Parkway Sewer Issues. Ref: Letter from Karl Schreiter dated 9/19/2018. Copy of letter sent to each member of the Authority on 9/25/2018.

NEW BUSINESS:

None

ANNOUNCEMENTS:

Next scheduled meeting of the Authority will be Monday, August 5, 2019 @ 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