

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, April 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, UST Director of Water and Sewer Resources
John Guignet, UST Asst. Director of Water and Sewer Resources

VISITORS:

None

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:

None

MINUTES:

A motion was made and seconded to approve the meeting minutes for March 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)

Date list was prepared or amended: 3/25/2019, 3/26/19

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Date of letter: 3/6/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Bruce Bush and others

Subject: Promenade Shops Deed of Easement and Agreement and Bill of Sale for Sanitary Sewer Line

[Gary forwarded an email from Tom Dinkelacker dated 3/4/19]

I think these are on the upcoming Agenda. Tom and I finalized the resolution several weeks ago.

Date of letter: 3/8/19

Letter from: B Bush (email)

Letter sent to: Tom Beil, UST

Subject: USTMA Matters

A reminder that I would like to be invited to the next Public Works Committee Meeting to discuss the matter involving the 52+ homes that should be connected to existing sanitary sewer lines.

Date of letter: 3/18/19

Letter from: Tom Beil (email)

Letter sent to: B Bush

Subject: USTMA Matters

I will make sure you are invited.

Date of letter: 3/15/19

Letter from: Chris Cope (email)

Letter sent to: Members of the Authority

Subject: Sample Mailing for Service Line Insurance

See a sample of a mailing (attached) that would be sent to each Township resident for the possibility of acquiring insurance for the repair of a water service line, sewer lateral, internal plumbing, septic tank issues, etc. Also attached is an endorsement letter from the Pennsylvania Municipal League and a PowerPoint document explaining the program in more detail.

Date of letter: 3/15/19

Letter from: Jack DeMatos (email)

Letter sent to: Chris Cope and Members of the Authority

Subject: Sample Mailing for Service Line Insurance

Initially this looks acceptable. I would assume this would have to be approved by the BOS before it is implemented. Would a presentation have to be made to the Board? If so, this could preclude a separate presentation for residents, if required, as long as it is advertised on the Township website.....just a thought.

Date of letter: 3/20/19

Letter from: Bruce Bush

Letter sent to: Bharat Patel, PaDEP

Subject: Year 2018 Annual Wasteload Management Report

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(Attached) are two copies of the Chapter 94 Report and the associated supplemental information from Coopersburg Borough and other private satellite collection systems that discharge to the Township's collection system.

Date of letter: 3/25/19

Letter from: Chris Cope, UST (email)

Letter sent to: Bruce Bush

Subject: Sample Mailing for Service Line Insurance

I believe a representative from Utility Service Partners is going to make a presentation to the BOS on Monday, 4/8.

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

SOLICITOR'S REPORT:

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

Solicitor Brienza said that construction began in Saucon Crossings on 3/7/19 and Andy Bohl reported that everything is going well.

Solicitor Brienza reported that the manhole that Mr. Ginder of Camp Elim said would be installed 3 months ago still is not in. The temporary plywood that has been covering the hole and the open trench during this time is now broken and caving in, so the liability issue, originally discussed months ago, still remains. However, since Administration instructed the Authority to not pursue this matter any further both Attorney Brienza and Mr. Cope are unsure as to how to proceed. The Authority feels this matter is out of their hands however, Mr. Brienza said he is not comfortable leaving this alone because of the liability issue. Mr. DeMatos asked Attorney Brienza what the Authority or Township liability would be if someone were to get injured and he is afraid that the Authority loses credibility if nothing is done about this.

ENGINEER'S REPORT

Andrew Bohl, PE, presented Engineer's report dated March 29, 2019.

Oakhurst Drive resident, Keith Kichline, stopped by the meeting to ask for an update regarding the sewer easement for his parent's property. Andy Bohl from Hanover Engineering informed him that there are a few options. 1. His parents can grant the Township the easement necessary to run the sewer line on the North side of Oakhurst Drive and his parents would receive a \$1000 connection fee credit; 2. if they do not grant the easement the Township will run the sewer line on the South side of Oakhurst Drive to complete all connections in which case his parents would not receive any credit and would also have to pay to run a sewer connection under Oakhurst Drive themselves. Mr. Bohl worked up cost estimates and option 1 would run the property owner approximately \$3,000, option 2 roughly \$11,000. These options are only available for the Kichline property as no other properties would be affected. At this point it is up to the property owners to make a decision. Once Attorney Brienza gets an answer as to how they wish to proceed he can start the necessary paperwork.

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Mr. Bohl said that repairs out at Sunset and Ackerman's are to begin next week and that the Sewer Department is going to do smoke testing to try and determine where the deficiencies are located in the sewer lines. The contractor informed Mr. Bohl that they have purchased a TV camera and will be TV'ing themselves to see where repairs need to be made. It was previously discussed that everything concerning this contractor needs to be thoroughly documented for future reference.

Mr. Bohl said the NBI Interceptor design predicated our 537 revision.

Mr. Bohl said that the Executive Parkway Sewer was surveyed and he has come up with three options. He will come up with cost estimates for each.

Mr. Bohl noted that Coopersburg had one flow exceedance during the period from February 20 - the end of March.

Mr. Bohl said that Cooper Farms connection to the system is complete.

Mr. Bohl stated that he, Karl and Charlie Unangst had a meeting on March 20, 2019 and are moving forward with the revisions to the 537. Another meeting is scheduled with Township officials in April.

Mr. Bohl said that Brinley Court has submitted plans for Phase 1 and 2.

SUPERINTENDENT'S REPORT:

Mr. Cope said that site clearing has begun for the new garage.

Mr. Cope said that he has purchased a new state-of-the-art TV van and that it may be delivered in time to show the Authority at the next meeting. This new equipment will now enable the sewer department to view laterals.

Mr. Cope mentioned that the Township is going to do a Spring newsletter and he will be including a clean-out rehab program. This would enable Township residents to pay a fee of \$150 to bring their clean-out to grade and install a metal clean-out cap which should help reduce I&I.

Mr. Cope noted that the salesman with Utility Service Company regarding insurance for the resident to purchase which would cover portions of their water and sewer lines that they are responsible for will give a presentation to the BOS at their next meeting on 4.8.2019.

Mr. Cope said that the Countryside development was flushed and TV'd and it was discovered that the concrete riser rings and mortar work is degrading. He is looking to bring in Advanced Rehab Technology to do chimney seals on all manhole's in the development.

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TREASURER'S REPORT:

Mr. Sullivan reported that the account balance is \$1,119.68 and that he will be writing a check for the annual dues to the Municipal Authority Association.

MOTION (S):

UNFINISHED BUSINESS:

A. Unconnected Sewer Analysis

Reference SEA's letter dated 1/8/2014. Study identified 52 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 "52"; (2) Status of the request for an Ordinance to cover the inspection of the laterals prior to sale of the property. Mr. Bush said he will attend the next Public Works Committee meeting to discuss this matter.

B. Sewer Tapping Study – as previously stated, Bruce Bush will send a letter to Tom Beil.

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, May 6, 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 6:55 pm.

Respectfully submitted,

Ryan Holmes
Secretary