

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Tuesday, September 3, 2019

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Township Municipal Authority at approximately 6:02 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 - **ABSENT**

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 - **ABSENT**

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 from August 2019 as amended, noting that the Executive Session was about contract negotiations and easement acquisitions.

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: 8/27/19, 8/28/19, 8/29/19

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Date of letter: 7/29/19

Letter from: Chris Cope, UST

Letter sent to: Darryl Fritz, PaDEP

Subject: UST Corrective Action Plan Quarterly Status

(Attached) are two copies of the USTMA second quarter 2019 Corrective Action Plan Status Report for the South Branch. Direct any questions to Andrew Bohl.

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Date of letter: 8/5/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Tom Dinkelacker, LV Law Practice

Subject: Saucon Valley

Has the language that was jammed in via handwriting been cleaned up? Tom B. is right that it is hard to read and doesn't seem to make any sense. I can get approval subject to that interlineations being modified/clarified or whatever and then Bruce can sign on another day.

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Date of letter: 8/5/19

Letter from: Tom Dinkelacker, LV Law Practice (email)

Letter sent to: Gary Brienza, Solicitor

Subject: Saucon Valley

I think that is a good idea pending translation.

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Date of letter: 8/6/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Tom Beil, UST and others

Subject: Oakhurst

Please be advised that the Authority has decided to proceed using a newly created "third" route option that Andy Bohl proposed. Without getting into significant detail, it avoids having to obtain an easement from the Kichline's (which means we avoid having to either clean up their self-created 60 year old estate mess or accepting an easement that is legally deficient). The new route will require some revisions to the easements (some of which have already been recorded) and a larger easement from LUP....but will not significantly increase the construction costs. It seems to be the best approach overall especially from a timing perspective.

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Date of letter: 8/6/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Tom Beil, UST and others

Subject: Saucon Valley Crossings

The Authority voted to permit the Chair to execute the Agreement upon approval of the solicitor. Hopefully the developer will "clean up" the interlineations language.

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Date of letter: 8/6/19

Letter from: Tom Beil, UST (email)

Letter sent to: Gary Brienza, Solicitor and others

Subject: Oakhurst

Thanks for the update (ref: Gary's 8/6 email on subject). I fully support this approach.

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Date of letter: 8/6/19

Letter from: Tom Beil, UST (email)

Letter sent to: Gary Brienza, Solicitor

Subject: Saucon Valley Crossings

We will contact Bruce when the Agreement is ready for his signature.

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Date of letter: 8/6/19

Letter from: Tom Dinkelacker, LV Law Practice (email)

Letter sent to: Gary Brienza, Solicitor

Subject: Saucon Valley Crossings

I contacted Mark Malkames to provide an "interpretation".

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Date of letter: 8/12/19

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Bruce Bush

Subject: Sunset Park Subdivision Sanitary Sewer Project.....Review of Sewer Video Inspection

Reviewed the segments which were shown to be questionable per our review letter dated 7/23/19.

Segment from Manholes SD-5 to SD-4 (Sunset Drive) segment was videoed from SD-5 to SD-4. Pursuant to tolerances established by the Township representatives, Township Engineer and SEA find this segment of the sewer is satisfactory.

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Date of letter: 8/15/19

Letter from: Thomas Beil, UST

Letter sent to: Malkames Law Offices

Subject: Saucon Valley Crossings Mobile Home Park.....Sewer and Water Agreement and Release of Escrow Agent Agreement

(Enclosed) please find the following:

Copy of fully executed Sewer and Water Agreement

Copy of fully executed Release of Escrow Agent Agreement

Cashier's Check #131307 in the amount of \$15,652.82 made payable to Saucon Investors LLC. This check has been issued pursuant to the terms of the Release of Escrow Agent Agreement.

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Date of letter: 8/19/19

Letter from: Chris Cope, UST (email)

Letter sent to: Members of the Authority

Subject: USTMA/USSTA Matters

My last day with the Township is November 15th so I will be at the October and November Authority meetings (I'm on vacation for the Sept. meeting). I have enjoyed my time with the Township, especially my interactions with the Authority and will do my best to help the Township/Authority with this unexpected transition.

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Date of letter: 8/21/19

Letter from: Gary Brienza, Solicitor

Letter sent to: Bernard Feist, PaDEP

Subject: Part II Permit Application for Brinley Court - Pump Station

[This letter provided the background of both Authorities and which Authority owns what items and who is responsible for those items. It was also mentioned that both Authorities are not operating Authorities. The letter was signed by Gary and countersigned by Bruce who is the Chairman of both Authorities.]

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Date of letter: 8/27/19

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Patricia Lang, UST

Subject: Lanark Commons III Sanitary Sewer Review

The letter listed the documents that were reviewed.

Proposed annex building consists of a 5,500 sf stand - alone building on the west of the recently constructed medical office building. We concur there is sufficient conveyance and treatment capacity to process the wastewater generated by the proposed annex building (additional sewerage flow of 226 gpd) at Lanark Commons III. We recommend the USTMA and USSTA approve this update module. The UST should endorse the PADEP Planning Module Exemption Request Form and forward it to the PADEP.

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Date of letter: 8/27/19

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Patricia Lang, UST

Subject: Traditions of America at Locust Valley.....Final Development Plan Submission
.....Sanitary Sewer Review

The letter listed the documents that were reviewed.

Hanover Engineering had 4 comments regarding their review of the documents. (See the letter for details).

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Date of letter: 8/27/19

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Patricia Lang, UST

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Subject: 4886 PA Route 309.....Parking Lot Plan.....Preliminary/Final Land Development

The letter listed the document that was reviewed.

Comments --- The applicant shall provide additional documentation such as water bills to substantiate the projected average daily sewer usage is 80 gallons per day.

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Date of letter: 8/27/19

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Patricia Lang, UST

Subject: TOA at Locust Valley.....Sanitary Sewer Pump Station Review

The letter listed the documents that were reviewed.

Comment --- All the submitted documents have been revised such that the Authority should sign Page 3, the Certification Page of the Part 2 Permit for the sanitary sewer pump station for this project.

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

SOLICITOR'S REPORT:

The Solicitor's Report dated September 3, 2019 was presented by Solicitor Brienza.

Solicitor Brienza said that all of the paperwork is finalized for Saucon Crossings and the developer made the payment due. Therefore the water meters and MXU's were released to the contractor for installation.

Solicitor Brienza said that Mr. Ginder has completed all work at Camp Elim that was required and upon inspection looks as though the work is satisfactory. Therefore, he may now be able to connect the kitchen facility.

Solicitor Brienza reported that there is a new route the Township will take to complete the Oakhurst sewer extension. This will require changes to some of the easements which have already been recorded. Andy Bohl also mentioned that Lehigh University had questions about the manholes within the easements the Township had acquired from them for this project. He is currently working with them to answer those questions.

ENGINEER'S REPORT

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

Mr. Bohl said that a meeting to discuss the 537 is scheduled for September 11, 2019.

Mr. Bohl said that the Executive Parkway project will require an easement. He will work on the description and forward it to Gary.

Mr. Bohl said that the Sunset/Ackerman's repairs were made and are acceptable. At this time all work is finally complete.

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Mr. Bohl told the Authority that Coopersburg had one exceedance between 7/24/19 and 8/28/19.

Mr. Bohl noted that TOA Locust Valley submitted their Part 2 permit and will need Bruce Bush, Chairman, to sign and have notarized. He will need a motion to have Bruce endorse this.

Mr. Bohl told the Authority that phase one of the Old Saucon Development has begun.

SUPERINTENDENT'S REPORT:

Mr. Guignet reported that manhole inspections and pitching continues.

Mr. Guignet noted that the summer help is continuing to work on updating and correcting the GIS.

Mr. Guignet said that the department will continue to TV the sewer lines and make point repairs where necessary this fall.

TREASURER'S REPORT:

Mr. Sullivan reported that there was one disbursement this month to Bruce Bush for printing and postage. The ending balance is \$917.94 and this quarterly report needs approval.

A motion was made and seconded to approve the quarterly treasurer's report.

Motion passed unanimously.

MOTION (S):

A motion was made and seconded to approve the updated sewage module for Lanark Commons III. Ref: Hanover Engineering letter dated 8/27/19

Motion passed unanimously.

A motion was made and seconded to authorize the Authority Chairman to sign the Part 2 permit for the sanitary sewer pump station at TOA Locust Valley. Ref: Hanover Engineering letter of 8/27/2019.

Motion passed unanimously.

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.

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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. 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:

ANNOUNCEMENTS:

The next scheduled meeting of the Authority will be Monday, October 7, 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 6:29 pm.

Respectfully submitted,

Ryan Holmes
Secretary