

# UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, March 2, 2020

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Township Municipal Authority at approximately 6:03 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  
John Guignet, UST Acting Director of Water and Sewer Resources  
Patrick Lambert, Director of Water and Sewer Resources  
Ed Rasich, 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 January meeting minutes as presented.

Motion passed unanimously.

## **CORRESPONDENCE:**

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: 2/21/2020, 2/27/2020, 2/29/2020

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Date of letters: 2/3/2020  
Letter from: G. Brienza, Solicitor (email)  
Letter sent to: Tom Dinkelacker, LV Law Practice  
Subject: Mountain Glen Sanitary Sewer

Do you want us to approve the resolution tonight or shall I put on agenda for March since the board will not have much time to consider it if on tonight at this point?

Tom's reply --- Whatever works for you. If it is an easy matter, I would say yes, but like I said there are still some landowners who owe us executed easements.

Gary's reply --- Let's wait until you guys bet back the executed easements.....I think that works best unless you disagree.

Tom's reply ---- OK with me  
\*\*\*\*\*

Date of letter: 2/4/2020  
Letter from: Tom Dinkelacker, LV Law Practice (email)  
Letter sent to: Gary Brienza, Solicitor and others  
Subject: Bill of Sale --- Sewer Line in Mt. Glen Subdivision

(Attached) is an executed bill of sale for the Mt. Glen sewer line. I am forwarding it to you for use at the next USTMA meeting. While signed it is not yet effective since all conditions of Township acceptance are not fulfilled, namely the receipt of all executed easements. As of my last tally, we still needed executed easements from two property owners.

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Date of letter: 2/4/2020  
Letter from: Gary Brienza, Solicitor (email)  
Letter sent to: Tom Dinkelacker, LV Law Practice and others  
Subject: Bill of Sale -----Sewer Line in Mt. Glen Subdivision

I will ask that Bruce place this on as a motion for the March meeting. HOWEVER, it will be conditioned upon receipt of the executed easement. If you get them before the March meeting.....let me know.

Reply from Tom Dinkelacker --- I will keep you posted  
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Date of letter: 2/6/2020  
Letter from: Andrew Bohl, Hanover Engineering  
Letter sent to: Patricia Lang, UST  
Subject: Brinley Court Preliminary Subdivision.....Sanitary Sewer Plan Review

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Letter stated the documents that were reviewed and then listed their comments. Several of the comments were regarding the force main pipe material being SDR-26 PVC pipe.

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Date of letter: 2/6/2020  
Letter from: Andrew Bohl, Hanover Engineering  
Letter sent to: Patricia Lang, UST  
Subject: Brinley Court Subdivision Final Plan (Phase 1).....Sanitary Sewer Plan Review

The letter listed the documents that were reviewed and then listed their comments. Several of the comments were regarding the force main pipe material being SDR-26 PVC pipe.

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Date of letter: 2/10/2020  
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 their comments to the documents submitted and dated February 5, 2020. Hanover reviewed the documents and had no further comments.

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Date of letter: 2/18/2020  
Letter from: Andrew Bohl, Hanover Engineering  
Letter sent to: Bruce Bush  
Subject: Old Saucon Subdivision.....Security Release Request.....Sanitary Sewer Improvements Only

Hanover Engineering reviewed the requested Letter of Credit Release for sanitary sewer improvements. The developer has requested a release of \$10,953.80 for the sanitary sewer (\$9,958.00 + \$995.80 for inspection and construction contingencies). The construction of the onsite sanitary sewer and offsite installation was observed by Hanover Engineering. We recommend the Township release the request of \$10,953.80.

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Date of letter: 2/20/2020  
Letter from: Thomas Beil, UST (email)  
Letter sent to: Tom Dinkelacker, LV Law Practice; Gary Brienza, Solicitor  
Subject: Sewer Easement (Passer Road)

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Review the (attached) sewer easement termination agreement and let me know if you have any concerns. We should probably get the Authority to approve the agreement at their next meeting.

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Date of letter: 2/20/2020  
Letter from: Gary Brienza, Solicitor (email)  
Letter sent to: Tom Beil, UST; Tom Dinkelacker, LV Law Practice  
Subject: Sewer Easement (Passer Road)

I'm fine with the paperwork. I believe John/Patrick reviewed the location and determined that the assertion regarding the pipes being outside of the easement was accurate so that terminating this portion will not create a problem for the Township/Authority. IF that is correct then it is fine in my view to have the Authority motion and authorize the Chair to execute.

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Date of letter: 2/20/2020  
Letter from: E. Rasich, UST  
Letter sent to: Gary Brienza, Solicitor and others  
Subject: Sewer Easement (Passer Road)

The sewer manhole and piping were observed to be outside of the Easement by John G. and I.

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Date of letter: 2/26/2020  
Letter from: Andrew Bohl, Hanover Engineering  
Letter sent to: Patricia Lang, UST  
Subject: Estates at Saucon Valley.....Preliminary/Final Plan.....Sanitary Sewer Review #2.....2759 and 3131 Flint Hill Road

The letter listed the documents that were reviewed and then the letter described the seven comments that Hanover had regarding their review. Highlight of the comments was Hanover's remarks regarding the Sanitary Sewer Laterals such as Laterals to many of the lots appear to have conflicts with proposed storm sewers and or proposed water mains.

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Date of letter: 2/28/2020  
Letter from: Andrew Bohl, Hanover Engineering (email)  
Letter sent to: Bruce Bush and others  
Subject: Penn State Dining Hall Project

(Attached) is the cover letter and Industrial Pretreatment Permit for the Penn State Dining Hall Project.

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\*\*\*\*\*end of correspondence list for the March meeting

## **CORRESPONDENCE COMMENTS:**

Bruce Bush asked Gary Brienza what the sewer easement on Passer Road was for. Gary stated that it is regarding an easement that was given to the Township 10-12 years ago but there is a portion of this easement (411') along Route 309 and Passer Road that does not contain any Township utilities. This 411' section is to be removed from the easement. Gary will need a motion to approve this tonight.

## **SOLICITOR'S REPORT:**

The Solicitor's Report dated March 2, 2020 was presented by Solicitor Brienza.

Attorney Brienza noted that he has no updates since the last meeting on Brinley, Saucon Valley Crossings, Mt. Glen, Blue Ridge or the Promenade.

Solicitor Brienza mentioned that he has received three out of six outstanding easements for the Oakhurst project that just need to be recorded. That leaves the Yundt Trust and (2) from Lehigh.

Attorney Brienza said that Camp Elim demolished their old kitchen. They are currently in the process of pouring footers for the new kitchen. Mr. Ginder contacted Bob Blanchfield about putting a stub into the manhole. It will be plugged from the inside out until they are ready for the connection.

Attorney Brienza said that Dun & Bradstreet had submitted extensive revisions to the easement agreement he sent to them. He and Andy Bohl have discussed an alternative route to by-pass D&B so an easement from them would not be necessary.

## **ENGINEER'S REPORT:**

Andrew Bohl, PE, presented Engineer's report dated February 28, 2020.

Mr. Bohl said that received price quotes to directional drill in order to by-pass D&B and it appears this option may be easier than getting a signed easement from D&B and ripping up the roadway, therefore he is going to revise the plans to move in this direction. The Township will still need to secure an easement from 3701 Corporate Parkway which is where the lift station will be located.

Mr. Bohl said that he is still waiting for the stream crossing encroachment permit for the Oakhurst sewer extension project and that he is hopeful that he will receive the permit by the end of the month. He just submitted revised documentation for the HOP utility crossing which he is also hoping to have in a few weeks. He is working on the specification manual for this project.

Mr. Bohl told the Authority that Coopersburg had no exceedances this month.

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Mr. Bohl noted that he had received all but four of the 2019 IPP permits and that he sent a second notice letter to those four. He also issued Penn State an IPP permit for their new dining hall.

Mr. Bohl indicated that he is still working on the Act 537.

Mr. Bohl told the Authority that he has just received the final videos of the sewer lines for Saucon Valley Crossings which he needs to review. He did send them a punch list of items that will need to be addressed especially the valves that were installed but turn the wrong way. They will need to be removed and replaced with the correct valves.

Mr. Bohl said that he is hoping to finalize the Chapter 94 next week and send it to Bruce for his signature so it can go out by the end of the month.

Mr. Bohl said he has one item, a letter of credit release request for Old Saucon, for approval tonight.

## **SUPERINTENDENT'S REPORT:**

Mr. Guignet told the Authority that a punch list was sent to the builder for Blue Ridge West. They installed chimney seals on all manholes in the street, but they did not spray line all of the off-road manholes, of which there are about 55. They are also required to clear the brush from around all off-road manholes so that the Sewer Department can access them.

Mr. Rasich noted that Hanover Engineering has updated the Water and Sewer maps. The summer help updated most of the sewer lines in GIS and he will be back during his spring break to continue work on the water lines in GIS.

Mr. Rasich said that the Sewer Department was out TV'ing and found a few manhole's that were buried at Royal Truck and Equipment. They will need to be raised and marked with delineators.

Mr. Rasich mentioned that the Sewer Department has been checking flows at the Coopersburg interconnect during both low flow periods and rain events.

Mr. Rasich told the Authority that the new sewer lines installed in the Ackerman and Sunset developments are regularly filled with water. We have had to pump them out several times now and are thinking of putting dishes in the lids to see if that helps to keep the water out.

Mr. Rasich said that the Sewer Department checked the lateral at Valley Manor Nursing Home and there was 2" of clear water flowing out and that when they checked a manhole upstream, they found only a 1/2" of water flow.

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## **TREASURER'S REPORT:**

Mr. Sullivan reported that there was one disbursement this month for the annual dues to the PA Municipal Association for \$200.00 which brings the balance to \$718.98. The report needs approval this month.

A motion was made and seconded to approve the Treasurer's Report as presented for March 2020.

Motion passed unanimously.

## **MOTION (S):**

A motion was made and seconded to approve the bill-of-sale for the sewer line in the Mountain Glen subdivision. REF: Solicitor Brienza's email dated 2/4/2020. Conditioned upon receiving two outstanding executed easement agreements from homeowners.

Motion passed unanimously.

A motion was made and seconded to approve the release of \$10,953.80 for sanitary sewer improvements in the Old Saucon subdivision. REF: Hanover Engineering's letter dated 2/18/2020.

Motion passed unanimously.

A motion was made and seconded to authorize the Chairman to sign a sewer easement termination agreement for land near the intersection of Passer Road and Flint Hill Road. REF: Solicitor Brienza's email dated 2/20/2020.

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.

**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. **October 2019** - Bruce Bush mentioned that he again, recently reminded Tom Beil that he would still like a meeting with the Public Works committee regarding the unconnected sewers. **February 2020** – Bruce noted that there

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is still nothing new to report on the unconnected properties and that to his knowledge a date still has not been set for the Public Works committee meeting.

B. Sewer Tapping Study – Nothing new on this either. Both the unconnected properties and the sewer tapping study needs to be addressed by the Supervisors.

C. Easement Problems

D. Oakhurst Drive Project

This project will be ready to go out for bid as soon as we receive the permits from DEP.

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:**

Bruce Bush reminded everyone that Authority Board Member training is being held at the Holiday Inn in Allentown on 3/19/2020 if anyone is interested.

## **ANNOUNCEMENTS:**

The next scheduled meeting of the Authority will be Monday, April 6, 2020 @ 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 6:26 pm.

Respectfully submitted,

Ryan Holmes  
Secretary