

UPPER SAUCON SEWAGE TREATMENT AUTHORITY MINUTES

Meeting Held Monday, December 2, 2019

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Sewage Treatment Authority at approximately 6:26 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

Ronald Reybitz - Asst. Secretary and Asst. Treasurer

Joaquin (Jack) DeMatos - Vice Chairman

Ryan Holmes - Secretary

Mark Sullivan – Treasurer

STAFF PRESENT:

Gary A. Brienza, Esquire, Solicitor

Andy Bohl P.E., Engineer

Farley Fry P.E., Engineer - **ABSENT**

John Guignet, Acting 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 Sewage Treatment 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 November 2019 as amended. Under Superintendents report please add Chris Harding's name as the DEP inspector that told Chris Cope that all violations have been closed out.

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 piece of correspondence).

Date prepared or revised: 12/1/19

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Date of letter: 11/5/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Chris Cope, UST and others

Subject: EIN

I confirmed with Karl that YES the Authority uses the UST EIN # 23-6000547. I also feel that providing everything which has been requested for the permit modification should be done all at once, there does seem to be some discrepancy as to when the particular item is due. TO BE SAFE I recommend that Chris or John submit the EIN information asap with the understanding that the other information/data is being collected.

Date of letter: 11/5/19

Letter from: Andrew Bohl, Hanover Engineering (email)

Letter sent to: Tom Beil, UST

Subject: Coopersburg Sewer Usage....2018/2019 Billing Period

(Attached) is a draft of the Coopersburg Sewer Usage for the 2018/2019 billing period. The only item we are waiting for is the meter calibration from the Borough. Once we receive the Borough's calibration records, I can finalize the letter. I do not believe, the calibration documentation from the Borough will change our analysis.

Date of letter: 11/5/19

Letter from: Chris Cope, UST (email)

Letter sent to: J A Berger, PA GOV and F Fry, Hanover Engineering

Subject: UST NPDES permit amendment

It is our opinion the EIN number (23-6000547) is the same for both the Township and Authority and the Township is the financial controller of the WWTP. The other information [additional information before dropping Bis (2-Ethylhexl) Phthalate sampling to 1/month] that was requested in your 10/18/19 permit amendment letter will be addressed by Farley Fry of Hanover Engineering. My last day with the Township will be 11/15/19 and your interim Township contact will be John Guignet.

Date of letter: 11/6/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Tom Dinkelacker, LV Law Practice, and others

Subject: Review of Agreements Regarding Overuse of Allocation by Coopersburg Borough

Do we need to discuss ?

Date of letter: 11/6/19

Letter from: Karl Schreiter, SEA (email)

Letter sent to: Bruce Bush and others

Subject: Review of Agreements Regarding Overuse of Allocation by Coopersburg Borough

We reviewed the following agreements with Coopersburg Borough regarding the flows shown in the 2018-2019 billing cycle. The estimated flows from the Borough were as follows:

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Billing Cycle	Annual Flow
2016-2017	0.353 mgd
2017-2018	0.484 mgd
2018-2019	0.583 mgd

*Mutual Release and Settlement Agreement dated 12/18/12

*EDU Purchase Agreement dated 8/22/16

*EDU Purchase Agreement dated 7/10/17

*Sewer Connection Agreement dated 5/7/18

Date of letter: 11/7/19

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

Letter sent to: Gary Brienza, Solicitor and others

Subject: Review of Agreements Regarding Overuse of Allocation by Coopersburg Borough

My impression at the moment is that it is first a billing issue, but I will defer to Tom Beil, Karl and Andy as to other possible considerations.

Date of letter: 11/7/19

Letter from: Karl Schreiter, SEA (email)

Letter sent to: Tom Dinkelacker, LV Law Practice and others

Subject: Review of Agreements Regarding Overuse of Allocation by Coopersburg Borough

You are correct. It will impact the billing of capital improvements.

However, the long term problem is if the Borough will require additional allocation in the WWTP. They cannot continue to exceed their allocation without getting additional capacity. This can be addressed in the on-going Act 537 Plan Revision.

***** end of the list of correspondence for December

CORRESPONDENCE COMMENTS:

Jack DeMatos asked when a meeting with Coopersburg will be held to discuss their exceedances? He noted that their annual flow has gone up in the last two years and that this trend should be a concern for the Township. He mentioned that it would be beneficial to be pro-active and address this before it becomes a major problem and that maybe a fine for exceedance should be part of the discussion. Attorney Brienza said that he has not received any further instruction from Tom Beil on how to proceed or when a meeting would be scheduled. Previously, Karl Schreiter's main concerns were I & I and billing, not necessarily Plant capacity. Andy Bohl noted that Coopersburg was supposed to do 1200lf of sewer repairs to address I & I in 2019. Andy Bohl also said that based on a discussion with Karl Schreiter, since Coopersburg purchased the additional 180 EDU's they don't believe Coopersburg's share at the Plant was ever put in place. Gary Brienza will try and schedule a meeting with Tom Dinkelacker, Tom Beil and Coopersburg. Bruce Bush said that he would also like to be included in that meeting.

SOLICITOR'S REPORT:

The Solicitor's Report dated December 2, 2019 was presented by Solicitor Brienza.

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Mr. Brienza has nothing new to report.

ENGINEER'S REPORT:

Farley Fry, PE, was absent and Andy Bohl presented the Engineer's Report dated November 27, 2019.

Mr. Bohl said that Bill Ramage of Paragon Engineering will be here in the next week or so to do a walk through and go over the punch list for the Plant Electrical Upgrade.

Mr. Bohl said that Farley is working on the DEP response for additional information that is required for the draft permit. It is believed he should have a response submitted to the DEP by mid-December.

Bruce Bush asked whether or not the Authority should require something in writing from the DEP stating that all of the violations are closed? Ron Reybitz and Gary Brienza both agreed that it is probably better if we don't. Mr. Brienza mentioned that the Authority does have a paper trail if it becomes necessary.

SUPERINTENDENT'S REPORT:

Mr. Guignet reported that all of the baffles at the Plant have been installed and that this has really helped the effluent to be consistently even with increased flow and that the Plant effluent is now around 10TSS.

Mr. Guignet noted that staff started using a different process to bringing clarifiers on-line. This seemed to work well and resulted in better effluent.

Mr. Guignet said that there was a drain at the Plant which had a check valve that was buried and broken as well as a 1" water line that had a fairly significant leak. Both have recently been repaired.

Mr. Guignet said the plant is in compliance.

TREASURER'S INVOICE(S):

Treasurer Mark Sullivan submitted a report including one request for payment from the Solicitor for general matters during the period between November 4, 2019 and November 28, 2019. The invoice is dated November 27, 2019 in the amount of \$1,200.00.

Motion was made and seconded to approve the treasurer's report as presented and for payment in the amount of \$1,200.00 to the Township Solicitor.

Motion passed unanimously.

MOTION (S):

UNFINISHED BUSINESS:

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NEW BUSINESS:

John Guignet told the Authority that he will not be here for the January re-organization meeting. Ed Rasich and the new Director, Patrick Lambert will be present.

ANNOUNCEMENTS:

The next scheduled meeting of the Authority will be Monday, January 13, 2020 following the adjournment of the USTMA meeting, at the Water and Sewer Building.

ADJOURNMENT:

With there being no further business to discuss, the meeting of the Upper Saucon Sewage Treatment Authority was unanimously adjourned at approximately 6:55 pm.

Respectfully submitted,

Ryan Holmes
Secretary