

# UPPER SAUCON TOWNSHIP MUNICIPAL 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 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  
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 - **ABSENT**  
John Guignet, UST 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 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 as presented from November 2019.

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: 11/25/19, 11/26/19, 11/27/19

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Date of letter: 11/5/19

Letter from: Sandy Diacogiannis, UST (email)

Letter sent to: John Guignet, UST; Bruce Bush and others

Subject: 2020 Meeting Schedule - Municipal Authority

(Attached) is a "draft" 2020 Municipal Authority meeting schedule. Review it and let me know if you approve, or have any changes.

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Date of letter: 11/5/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Sandy Diacogiannis, UST; Bruce Bush and others

Subject: 2020 Meeting Schedule - Municipal Authority

Yes (in reply to Sandy's 11/5/19 email) this is approved but will be FORMALLY approved at the January reorganization meeting. The dates and start time of 6-PM are all appropriate.

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Date of letter: 11/8/19

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Patricia Lang, UST

Subject: Saccananda Dhamma Center.....5050 Route 378.....Preliminary/Final Land Development Plan....Sanitary Sewer Review Letter #1

We reviewed the Plan dated 1/25/19. The applicant proposes a 1200 square foot addition to an existing structure, a new 960 square foot structure, and connection of both structures to the existing sanitary sewer at the Township WWTP located on the adjacent parcel.

The letter then listed several comments for the Township's consideration. See the letter for the comments.

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Date of letter: 11/20/19

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Patricia Lang, UST

Subject: Sacred Heart Senior Living.....Revised Projected Sanitary Sewer Flows.....2496 Saucon Drive.....Preliminary/Final Land Development Plan

We reviewed the proposed subject project as it related to the sanitary sewer projected flows for the project.

The approved Plan consisted of the following uses:

Residential Duplex	5 units	10 EDU's
4-Story Independent Building	108 units	63 EDU's
2-Story Alzheimer Care Facility	39 units	23 EDU's
Ex. Homes to be demolished	10 units	-10 EDU's
Projected total	-----	86

In 2018 the developer proposed to modify their project by eliminating the Alzheimer Care Facility and constructing a 3-story independent building. In addition, the developer provided additional information regarding the 4-story independent building that states the total number of units is 136. The listing below represents the current projected sewer flows from the land development plan:

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Residential Duplex	5 units	10 EDU's
4-Story Independent Building	136 units	80 EDU's
3-Story Independent Building	31 units	18 EDU's
Ex. Home to be demolished	10 units	-10 EDU's
Projected Total -----		98

The EDU agreement should be revised to reflect the current projected flow from the revised Land Development Project.

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Date of letter: 11/21/19

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Patricia Lang, UST

Subject: 4886 PA Route 309.....Parking Lot Plan.....Preliminary/Final Land Development.....Sanitary Sewer Review Letter #2

We reviewed the second submission for the subject project.

We offer the following comments:

Applicant shall provide additional documentation, such as water bills; to substantiate the projected average daily sewer usage is 80 gallons per day. Since the proposed use is a Dental Office, the applicant shall complete the UST Industrial Pretreatment Program Wastewater Discharge Application Form.

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Date of letter: 11/21/19

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Patricia Lang, UST

Subject: Copperhead Grille.....Projected Sanitary Sewer Flows Review

(The letter explained why the expansion of the restaurant required an expansion in the number of EDU's)

Note: a copy of this letter was sent to each member of the Authority on 11/27/19

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Date of letter: 11/22/19

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Patricia Lang, UST

Subject: Penn State Lehigh Valley.....Dining Hall Addition.....Sanitary Sewer Plan Review

Hanover Engineering reviewed the latest letter and plans regarding the subject.

Hanover's comments:

1. Grease Interceptor construction detail shall be revised to propose a rectangular structure per the Sewer Specifications Manual.
2. Applicant shall complete the UST Industrial Pretreatment Program Wastewater Discharge Application Form.

All sewers to be constructed for this project will be privately owned and the responsibility of the University to operate and maintain.

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Date of letter: 11/25/19

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Bruce Bush

Subject: Saucon Valley Crossing

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Gary forwarded emails regarding the subject and made the comment that "looks like we are in the home stretch with SVC".

One the emails that was forwarded was from Tom Dinkelacker, dated 11/25/19, that told Mark Mortensen to schedule an inspection by the Township Engineer and sewer department asap.

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Date of letter: 11/27/19

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Bruce Bush

Subject: Old Saucon Subdivision (Phase 1)

Hanover Engineering is recommending a release of \$ 14,330.80 to the letter of credit for the sanitary sewer improvements installed thus far within Phase One of the Old Saucon Subdivision.

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

CORRESPONDENCE COMMENTS:

Jack DeMatos asked whether or not Copperhead had been presented with the necessity for the additional EDU's and if they had paid. Karl Schreiter had determined they had one EDU, gained an additional EDU from the neighboring house they demolished and they that would need several additional EDU's to accommodate their expansion plans. It is now in the hands of Community Development and Tom Beil to follow through and make sure they pay for the proper allocation totals.

SOLICITOR'S REPORT:

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

Solicitor Brienza said that all sewer work has been completed for Saucon Valley Crossings. The sewer lines will need to be TV'd and footage reviewed. Then the final punch list will need to be addressed before this project can be closed out.

Attorney Brienza noted that the easement language for the Heritage Conservancy at Mt. Glen should be finalized in December or January.

Solicitor Brienza mentioned that everything has been finalized for the Executive Parkway sewer expansion and that he is just waiting to hear back from Attorney Dinkelacker that all necessary paperwork has been recorded. Mr. Brienza said he was asked to do two additional easements for this project, one for Dun & Bradstreet and one for Liberty Properties. Mr. Brienza is looking into who the responsible parties are for these properties so he knows who will be required to sign for the easements and where to send them.

Attorney Brienza said that all of the letters for the Oakhurst sewer extension have gone out but that he has not received any responses. He will give it a week or two and then begin follow ups.

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Solicitor Brienza noted that he was going to remove Camp Elim but he will wait until spring and see if anything materializes. Mr. Ginder has mentioned that they have additional plans for the dining hall. They may demo the existing building and connect it to the sewer, then rebuild.

## ENGINEER'S REPORT

Andrew Bohl, PE, presented Engineer's report dated November 27, 2019.

Mr. Bohl said that the joint permit to DEP and the conservation district was submitted for the Oakhurst project. He has just received a response and will be addressing their comments, then resubmit.

Mr. Bohl also discussed the resident on E. Hopewell Road. Mr. Scott Marcks and Mrs. Kristen Jones-Marcks sent Attorney Brienza a copy of their deed which did contain the original easement and a map. Attorney Brienza reviewed the details with them making sure they understand that this is essentially a waiver and that they may not construct anything over the easement. If allowed to install the requested fence, the Township would retain the right to access the sewer line without being responsible for property damage and/or fence removal or replacement. Mr. Guignet indicated that the manhole that would be within the fenced area had been inspected and that it is in good shape, showing no signs of I&I. The homeowner would then not be responsible for lining the manhole. Mr. Brienza will present them with a revised easement for their signatures that will then be recorded with the County.

Mr. Bohl said that he will coordinate with Attorney Brienza regarding the Executive Parkway Extension.

Mr. Bohl told the Authority that Coopersburg had one exceedance this month during the period from 10/30/2019 to 11/20/2019.

Mr. Bohl indicated that the next Act 537 meeting will likely be held in January.

Mr. Bohl told the Authority that he did not get a chance to update the standard sewer specs. He will work on that for the next meeting.

Mr. Bohl told the Authority that he has one letter of credit release request for the Old Saucon Development.

## SUPERINTENDENT'S REPORT:

Mr. Guignet told the Authority that the contractors have finished running and connecting the sewer line for the new garage and that they have also poured the footers.

Mr. Guignet noted that Sewer Department rehabbed several manholes this month to continue decreasing I&I.

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Mr. Guignet also said that there has been a significant increase in the number of one calls the Department has been required to handle this year.

## TREASURER'S REPORT:

Mr. Sullivan reported that there were no dispersements this month so with interest the balance stands at \$922.11 and that the quarterly report needs approval this month.

## MOTION (S):

A motion was made and seconded to release the line of credit in the amount of \$14,330.80 in regards to the Old Saucon Subdivision, Phase 1 for sanitary sewer improvements. Ref: Hanover Engineering's letter dated 11/27/2019.

Motion was unanimously approved.

A motion was made and seconded to approve the quarterly Treasurer's Report dated 12/2/2019.

Motion was unanimously approved.

## 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.

B. Sewer Tapping Study – update

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.

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## NEW BUSINESS:

Bruce Bush said that Attorney Brienza has asked for a rate increase beginning in 2020. The final approval must ultimately come from Tom Beil since the checks are cut in Administration but Tom would like the Authority's approval as well. Solicitor Brienza said that the current rate is \$150/hour for regular work and he is asking for \$165.00 and for litigation \$175.00/hour.

A motion was made and seconded to approve the Solicitor's rate increase for services beginning in 2020.

Motion was unanimously approved.

## ANNOUNCEMENTS:

The next scheduled meeting of the Authority will be Monday, January 13, 2020 @ 6:00 PM at the Water and Sewer Building. This will be the reorganization meeting.

## ADJOURNMENT:

With there being no further business to discuss, the meeting of the Upper Saucon Municipal Authority was unanimously adjourned at approximately 6:35 pm.

Respectfully submitted,

Ryan Holmes  
Secretary