

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, April 4, 2022

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
Mark Sullivan – Treasurer
Zachary Karasek - Asst. Secretary and Asst. Treasurer
John Guignet

STAFF PRESENT:

Gary A. Brienza, Esquire, Solicitor
Andrew T. Bohl, P.E., Engineer
Farley F. Fry, P.E., Engineer
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 March meeting minutes as presented.

Motion passed unanimously with John Guignet abstaining.

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: 3/29/22, 3/30/22

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Date of letter: 3/3/22

Letter from: A. Bohl, Hanover Engineering

Letter sent to: Bruce Bush

Subject: Old Saucon Subdivision Phase 2 Sanitary Sewer Video Inspection Review
Hanover Engineering reviewed the video clips from the inspection of the sewer within the Old Saucon Subdivision Phase 2 of the project. Purpose of the inspection was to determine the current condition of the sewers. The sewers were inspected and videoed on 2/17/22 and 2/18/22 by the Township Staff.

The six segments appeared to be in acceptable condition. The letter then lists the segments (from manhole 1027 to Manhole 1033) and details regarding the segments and laterals. See the letter for more details.

Date of letter: 3/4/22

Letter from: A. Bohl, Hanover Engineering

Letter sent to: T. Beil, UST and others

Subject: Second Notification for Industrial Pretreatment Letter for 2021
(Attached) is a copy of the second Notification Letter for the Annual Industrial Pretreatment Program and related questionnaire which was sent out today. We had seven sewer customers who did not return the IIP annual report by the deadline, which was 2/26/22.

Date of letter: 3/8/22

Letter from: A. Bohl, Hanover Engineering

Letter sent to: Bruce Bush

Subject: Old Saucon Subdivision Phase 1 Sanitary sewer Video Inspection Review
We reviewed the video clips from the television inspection of the sewer from proposed manhole 1015 to the connection to the Township's collection system located within an easement west of Route 378 that conveys sewage from the Old Saucon Subdivision. Purpose of the inspection was to determine the condition of the sewer from manhole 1015 to the existing manhole located at the Old Bethlehem Pike Pump Station. The sewer was inspected and videoed on the following dates, 5/15/20; 5/19/20; 9/24/20; 1/12/22; by the Township Staff.

The developer with the assistance of the site contractor attempted to repair the portions that were deficient as outlined in our previous letters.

The letter then listed the five sections and the problems that were found to need repairs by the developer and or their contractor before the Township will accept the sewer line.

Date of letter: 3/10/22

Letter from: A. Bohl, Hanover Engineering

Letter sent to: Bruce Bush

Subject: Old Saucon – Phase 2 Security Release Request 2 – Sanitary Portion
Hanover reviewed the requested Letter of Credit Release for sewer improvements. The developer requested a release of \$76,018.25 for the sewer (\$69,107.50 + \$6,910.75 for inspection and construction contingencies). The construction of the sewer installation was observed by Hanover.

We recommend the Township release the request of \$76,018.25.

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Date of letter: 3/10/22

Letter from: Gary Brienza, Solicitor

Letter sent to: A. Devlin, New Vitae Wellness and Recovery; J. Van Luvanee, East Burn Gray

Subject: Public Sewer (Mount Trexler Project)

I had a very lengthy chat earlier today with Mariska from Susan Wild's office per my conversation with Susan yesterday.

Long story short, while Susan does support the project, there is no Federal money for this project. There are some state programs (including the RCAP as referenced by Fred Ebert in his email earlier today) that may be available. Susan can write a letter "in support" of the project but ultimately the real power to get something done from a grant perspective is more so through Senator Pat Browne since the programs are State based (even those that may be Federally funded). I want to stress that Mariska was very helpful and spent a good deal of time listening and answering my questions. She was also very realistic and honest in her assessment that any money from the Bipartisan Infrastructure Bill would not hit this project. Essentially the money is mostly (and certainly from a standpoint of "immediacy") earmarked for poorer communities that "have open sewers". It was very clear to me that UST does not fit within those parameters.

Based upon my discussion, I am confident that the assessment from Tom Beil and Patrick Leonard is entirely accurate.

Date of letter: 3/11/22

Letter from: Ryan Holmes

Letter sent to: Bruce Bush

Subject: Moving out of Township

I will be moving out of the Township at the end of this month. Advise the proper protocol that I should follow regarding this matter.

Date of letter: 3/28/22

Letter from: Gary Brienza, Solicitor

Letter sent to: Bruce Bush

Subject: North Branch Interceptor (Part of the Mount Trexler Project)

Gary forwarded an email from Fred Ebert regarding an update on the project, email was dated 3/28/22. Here is updated schedule:

We had another productive design meeting last Thursday March 24, 2022. I just wanted to provide an updated schedule based upon the meeting. We are slipping a little with the weather impacting the surveying work in the field.

The following is the updated schedule:

UPDATED TIMELINE – March 24, 2022

Complete Survey Work and Update PNDI February 2022 April 15, 2022

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Finalize Easements	March 2022	May 1, 2022
Meet with Residents and Obtain Easements	April-June 2022	June-August 2022
Finalize Gravity Sanitary Sewer Main Design	March-April 2022	April – June 2022
Prepare Pump Station Design	March-April 2022	April – June 2022
Prepare Water Quality Management Permit	April-May 2022	May – July 2022
Prepare Penn DOT HOP Permits	April-May 2022	May – July 2022
Prepare PA DEP GP-5 Permits	April-May 2022	July 2022
Submission of WQM Permit Application	May 2022	July 2022
Submission of Penn DOT HOP Permits	May 2022	July 2022
Submission of PA DEP GP-5 Permits	May 2022	July 2022
PA DEP and Penn DOT Reviews	May-July 2022	July – September 2022
Preparation of Construction Plans/Specs	May – July 2022	
Rock Identification	May – July 2022	
Preparation of Bid Documents	July – September 2022	
Grant Requests	July – September 2022	
Bidding of Project	September – November 2022	

There will be a series of significant grant opportunities from the Commonwealth Financing Authority from monies allocated from the Federal Infrastructure Bill. The most likely grant program will be the H2O grant program. This program has been funded but no schedule for when the grant program will open has been provided to my knowledge. We want to make sure that we are ready to make an application when this grant program opens.

I just want to keep everyone in the loop and track our progress to the completion of this project.

Should anyone have any questions concerning this matter, please feel free to contact me.

Fred

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Frederick E. Ebert, P.E.
Ebert Engineering, Inc.

Note: The complete letter which included updated information was sent to each member of the Authority on 3/30/22

Date of letter: 3/28/22
Letter from: A. Bohl, Hanover Engineering
Letter sent to: Bruce Bush
Subject: Traditions of America-Locust Valley Sanitary Sewer Inspection
Hanover reviewed the video clips from the television inspection of the sewers of subject project. Purpose of the inspection was to determine the current condition of the sewers. The sewers were inspected on 3/21/22, 3/23/22 and 3/24/22 by the Township Staff. Hanover's comments on each of the segments (there were 26 segments inspected) were then listed in the letter. Ten segments need to have sags repaired. If the segment had laterals connected to it the laterals were also inspected.
(The letter should be read for more details.)

Date of letter: 3/29/22
Letter from: Jerry Murnane, Traditions of America
Letter sent to: A. Bohl, Hanover Engineering and Bruce Bush
Subject: TRA- Locust Valley Residential Community
Thank you for issuing the report. Our subcontractor, B. Blair Corp. has asked for a copy of the video so they may revise and plan accordingly. Let me know if this request can be granted.

Date of letter: 3/29/22
Letter from: P. Lambert, UST
Letter sent to: J. Murnane, TRA
Subject: TOA – Locust Valley Residential Community
Blair can schedule a time with me to meet and bring a USB stick so I can copy it for them. It should be a larger USB with 64 GB.

Date of letter: 3/29/22
Letter from: T. Beil, UST
Letter sent to: Bruce Bush and others
Subject: Appointment of John Guignet to USTMA and USSTA
See (attached) letter confirming the appointment of John Guignet to USTMA and USSTA. John replaces Ryan Holmes who resigned March 18, 2022.

Date of letter: 3/29/22
Letter from: A. Bohl, Hanover Engineering
Letter sent to: Doli Construction Corp

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Subject: Notice of Award of Contract for the Corporate Parkway Sanitary Sewer Project.

(Attached) is the Notice of Award. Package was sent today.

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

CORRESPONDENCE COMMENTS:

None

SOLICITOR'S REPORT:

The Solicitor's Report dated April 4, 2022, was presented by Solicitor Brienza.

Solicitor Brienza said that there is the possibility of a private sewer extension off Glen Road. An easement will be required. He will add this to his report next month.

Solicitor Brienza said that the Corporate Parkway bid documentation was prepared and sent out last week.

Attorney Brienza indicated that there is no Federal money for the Mt. Trexler project. He is still working on easement plans. The Engineer for Mt. Trexler set a tentative schedule to have everything in place and begin construction by November. This may be an aggressive timeline as a bog turtle study is required.

ENGINEER'S REPORT:

Andrew Bohl, PE, presented Engineer's report dated April 4, 2022.

Mr. Bohl said that the low-pressure lines out at Oakhurst passed the pressure test last month. Once the sewer line is TV'd and it passes, the residents can begin to connect.

Mr. Bohl told the Authority that the Board of Supervisors awarded the bid to Doli for the Executive Parkway project, and they have been issued a Notice to Proceed.

Mr. Bohl said Coopersburg had no exceedances at their flow meter this month but they exceeded their allocation about 2/3 of March.

Mr. Bohl noted that Brinley needs to complete the punch list for their pump station.

Mr. Bohl indicated that 26 runs of sewer lines were flushed and TV'd at TOA. Upon his review he found that 10 of those runs had sags greater than 1/2". TOA is going to begin repairs at the two worst sags.

Mr. Bohl told the Authority that the contractor at Old Saucon has made no attempt to fix the sags in the sewer lines for Phase 1. They are requesting a motion for release of funds tonight in the amount of \$76k for Phase II.

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Mr. Bohl noted that 7 users did not return their IPP's by the deadline. He sent out 2nd notices and have only heard back from 2. Out of the 5 still out there, most are the usual offenders; the hotel, US Social Quarters, car wash, etc.

SUPERINTENDENT'S REPORT:

Mr. Lambert told the Authority that Valley Manor is having grease issues. The new line they recently installed is running about ½ full but completely full of grease.

Mr. Lambert informed the Authority that out at Oakhurst near Bittersweet a section of roots was found in the sewer line.

Mr. Lambert said that several employees attended PA Rural at Penn State for the annual conference. The guys attended training classes and earned hours for their licenses.

Mr. Lambert informed the Authority that the electrical, SCADA and security at Old Bethlehem Pike pump station will be upgraded.

Mr. Lambert said that Trent Sear inquired about how many CO's he could issue at TOA before we will see a backup in the sewer lines where the sags are located. Patrick responded that there is no magic number, we will just have to monitor it.

Mr. Lambert told the Authority that he had purchased 12 flow meters about a year ago and last week 5 of them went down. The motherboards on all 5 went at the same time. The estimate from the supplier for repairs is around \$10k.

TREASURER'S REPORT:

Mr. Sullivan reported that he received \$500 from the Township this month to replenish the account. He also paid \$200 for the PMAA annual membership dues so with interest the balance stands at \$777.53. The report does not need approval this month.

MOTION (S):

A motion was made and seconded to release \$76,018.25 for sanitary sewer improvements for Old Saucon Phase II as per the developers' letter of credit release request. REF: Hanover Engineering letter dated 3/10/2022.

Motion passed unanimously.

A motion was made and seconded to appoint Zachary Karasek as Secretary of the Authority.

Motion passed unanimously.

A motion was made and seconded to appoint John Guignet as Assistant Treasurer and Assistant Secretary for the Authority.

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Motion passed unanimously.

UNFINISHED BUSINESS:

A. Unconnected Sewer Analysis

Gary discussed this with Tom Beil and noted that if the Mt. Trexler project goes through it could bring this issue to a head.

B. Sewer Tapping Study – This continues to be an unresolved issue.

NEW BUSINESS:

The Authority will hold their annual Plant tour prior to the June meeting.

ANNOUNCEMENTS:

The next scheduled meeting of the Authority will be Monday, May 2, 2022 @ 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 6:48 pm.

Respectfully submitted,

Zachary Karasek
Secretary