

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, February 7, 2022

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
Ryan Holmes - Secretary
Mark Sullivan – Treasurer
Zachary Karasek - Asst. Secretary and Asst. Treasurer

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 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: 1/25/22, 1/26/22, 1/28/22

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Date of letter: 1/6/22

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Bruce Bush

Subject: Brinley Court Subdivision Final Plan (Phase 1) Sanitary Sewer Video Inspection Review

We reviewed the video clip of the sewer collection system within the Brinley Court Subdivision from manhole 1110 (formerly known as BC-9) to manhole 1108 (BC-10). Township staff could not access this segment during the initial inspection due to construction vehicles in their way. The sewer mains have been inspected (i.e., air, mandrel and videoed) from Brinley Court Pump Station to the Model Units in Brinley Court and found acceptable.

Date of letter: 1/10/22

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Patrick Lambert, UST

Subject: Spring Valley Inn

Just spoke with Andy Bohl and he mentioned a grease trap problem with Spring Valley Inn. If I understand correctly, the trap at the Inn is full and not being cleaned out regularly. This is creating a problem in the lines and / or at the plant. Certainly, one of our enforcement ordinances (42L/43R) would apply here. I would think either a letter from me, or a visit from Trent Sear to the property, with appropriate threat of action would be the first step to getting this moving. Let me know if there are other details, and how you think it best to proceed.

Date of letter: 1/10/22

Letter from: Patrick Lambert, UST (email)

Letter sent to: Gary Brienza, Solicitor

Subject: Spring Valley Inn

I'm trying to send them a Notice of Violation but would like to include stronger language referencing costs. Ordinance 42-R has up to \$1000 a day but no where can I find the \$25,000 as in the IPP.

Date of letter: 1/10/22

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Patrick Lambert, UST

Subject: Spring Valley Inn

\$25,000 a day is ludicrous, go with the 42R fine. CC me and Dinkelacker on the violation notice.

Date of letter: 1/11/22

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Tom Dinkelacker, Solicitor UST

Subject: Coopersburg Ordinance

I was directed by the USTMA Board to follow up on a suggestion the Board made approximately a year ago. Specifically, the Borough of Coopersburg enacted an

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Ordinance that imposes an inspection of lateral lines when a property is sold/transferred within the Borough. If the inspection indicates a repair or replacement is necessary, it is done prior to the sale or transfer. This type of ordinance is becoming prevalent. Tim Paashaus has indicated to the Board that it is working well with minimal "push back" from affected residents.

The USTMA Board felt that a similar ordinance in Upper Saucon would be not only appropriate, but necessary, since Upper Saucon, like Coopersburg, is actively addressing I/I issues. I have shared the Coopersburg Ordinance with Tom Beil. Enactment would be a simple process since we could utilize the Coopersburg version as a template.

Can you review this concept in your capacity as Solicitor?

Date of letter: 1/11/22

Letter from: Gary Brienza, Solicitor (email)

Letter sent to: Tom Dinkelacker, Solicitor

Subject: Open Matters

Here is my list of "open matters":

Brinley-I don't think there is anything left to be done by me/you or reviewed by me/you

Saucon Crossings-you mentioned you had some email problems with the switch...I sent you all that I had from late 20 until spring 21. You wanted those to see what was "missing" or not completed by the owner's attorney ...or for what docs still needed to be signed/filed to close out

Blue Belle/Weyhill-Whether or not there was a document confirming the Fee in Lieu...we do not have a copy if there was one. Also, status of any remaining easements/dedications. It may well be that this all done and I can remove from my reports but not sure

Mount Trexler- I have checked in with Dave Berger on this but not sure I have the MOST RECENT version (whoever last did changes) on the contribution agreement. I need to be more in the loop on that.

Date of letter: 1/11/22

Letter from: Tom Dinkelacker, Solicitor (email)

Letter sent to: Gary Brienza, Solicitor

Subject: Coopersburg Ordinance

No problem. Send me a copy.

I also reviewed one for Emmaus. It was adopted a year or two ago to address I and I in the context of overflows at the City of Allentown WWTP and the DEP/EPA orders. I would assume that Brad Youst was involved as well.

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Date of letter: 1/11/22
Letter from: Gary Brienza, Solicitor (email)
Letter sent to: Tom Dinkelacker, Solicitor
Subject: Coopersburg Ordinance
Will send you a copy.

Date of Letter: 1/18/22
Letter from: A. Bohl, Hanover Engineering
Letter sent to: Bruce Bush
Subject: Old Saucon – (Phase 2) Security Release Request 1 – Sanitary Portion
Hanover Engineering reviewed the requested Letter of Credit Release for sewer improvements. Developer has requested a release of \$291,148.00 for the sewer (\$264,680.00 + \$26,468.00 for inspection and construction contingencies). The construction was observed by Hanover Engineering. We recommend the Township release the requested \$291,148.00 for the sewer improvements.

Date of letter: 1/18/2022
Letter from: A. Bohl, Hanover Engineering (email)
Letter sent to: T. Beil, UST; P. Lambert, UST; and others
Subject: 2021 Wasteload Management Reports (Chapter 94) Letters
(Attached) is a copy of the Chapter 94 cover letter and related forms which were sent out on 1/18/2022.

Date of letter: 1/18/2022
Letter from: A. Bohl, Hanover Engineering (email)
Letter sent to: T. Beil, UST; P. Lambert, UST; and others
Subject: Industrial Pretreatment Letter for 2021
(Attached) is a copy of the Annual Industrial Pretreatment cover letter and related questionnaire which were sent out on 1/18/2022

Date of letter: 1/21/22
Letter from: A. Bohl, Hanover Engineering (email)
Letter sent to: Bruce Bush
Subject: Estates at Saucon Valley
Hanover Engineering has reviewed the requested Letter of Credit Release for sewer improvements. Developer has requested a release of \$134,249.61 for the sewer (\$122,045.10 + \$12,204.51 for inspection and construction contingencies). The construction of the sewer was observed by Hanover Engineering. We recommend the Township release the request of \$134,249.61 for sewer improvements for this project.

Date of letter: 1/27/22
Letter from: A. Bohl, Hanover Engineering (email)
Letter sent to: P. Lambert, UST; T. Beil, UST and others
Subject: Quarterly Corrective Action Plan Report

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(Attached) is our cover letter and Report to PADEP for the submission of the Quarterly Corrective Action Plan for the South Branch Interceptor. The report was mailed to the PADEP in today's mail.

Date of letter: 1/28/22

Letter from: A. Bohl, Hanover Engineering

Letter sent to: P. Lambert, UST

Subject: Brinley Court Pump Station

Hanover Engineering was present on Monday, 1/24/22 to observe the startup activities for the Brinley Court Pump Station. Developer's contractor MGK Industries and the equipment manufacturer's representatives performed the required set up tasks to the pump station. They also provided the UST Sewer Department staff the training to operate and maintain the pump station. The pump station is functioning as intended. MGK has retained the firm, Private Utility Enterprises to operate and maintain the pump station until such time the developer has addressed all the items within the forth coming punch list letter and the Township agrees to accept ownership of the pump station. It is Hanover Engineering's recommendation since the pump station is functional and the sanitary sewer mains within Phase 1 from the pump station to Manhole 1109 has been tested and passed the required tests, the developer should be able to obtain certificate of occupancy for the units in Phase one.

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

CORRESPONDENCE COMMENTS:

Jack DeMatos asked Patrick what ever happened with the IPP for Spring Valley Inn? Patrick told him he spoke with the owner's and got them to submit an IPP. They did not however submit any manifests. They submitted invoices from the hauler. They did not sign their IPP so they need to come back and sign their IPP before Patrick will agree to lift their notice of violation.

SOLICITOR'S REPORT:

The Solicitor's Report dated February 7, 2022, was presented by Solicitor Brienza.

Solicitor Brienza said that Attorney Dinkelacker indicated there are still several punch list items that need to be addressed at Blue Belle/Weyhill.

Attorney Brienza noted that because of concerns about the size of the grease trap and pumping schedule due to grease overflowing into our manhole at Fairmont Village Patrick will issue a Notice of Violation to try and get them to comply and address the issue.

Attorney Brienza noted that he is still going back and forth with Mt. Trexler on the contribution agreement. The next meeting is scheduled for next Thursday.

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Solicitor Brienza said he spoke with Attorney Dinkelacker about the proposed Township Ordinance and the next step is for both to set up a phone conference with Tom Beil to discuss and get on the agenda for the Board of Supervisors.

Attorney Brienza indicated that he is still waiting on Township Solicitor to finalize Saucon Valley Crossings (SVC) but that will now be complicated by the fact that the Attorney for SVC has just recently passed away.

ENGINEER'S REPORT:

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

Mr. Bohl noted that the contractor for the Oakhurst sewer extension project is having problems with the low gravity force main. When they tested the line, it leaked. They reached out to UST Sewer Department to see if they could help them locate the leak. Andy is requiring them to test the line at 120PSI. He will not accept the line until they find and fix the leak. Jack DeMatos asked whether they did any directional drilling to connect the laterals? Andy indicated that they did find that some directional "T's" were leaking. Patrick Lambert added that he told them to check the air release valves. Patrick was told by the contractor that they dug up every fitting and they can't locate the leak. Right now, the line only holds pressure to 50PSI.

Mr. Bohl said that he had a meeting last week with Mt. Trexler Manor and their Engineer. Andy reviewed multiple alignment options with Tom Beil last week and they have come up with a final alignment.

Mr. Bohl told the Authority that Coopersburg had eight exceedances at their flow meter station in January. He will look at their flow charts this week but expects that they had a surcharge.

Mr. Bohl said the Corporate Parkway project has been put out to bid twice. The bid opening is scheduled for Tuesday, March 1.

Mr. Bohl noted that Brinley phase 1 sanitary sewer and force main improvements are complete. They completed the pump station start up two weeks ago so they will not need the pump around. As a side note, TOA also started their pump station last week and both stations are working properly.

Mr. Bohl indicated that Good Shepherd is ready to begin construction.

Mr. Bohl told the Authority that for Saucon Valley Crossings the BOS conditionally accepted the water lines in May 2020. As built were accepted in July 2020. Easement plans and descriptions were accepted at that time as well, so Andy feels that the only thing the Township Solicitor needs to do is the execution of the easement documents.

Mr. Bohl noted that TOA Locust Valley is having some manhole and I&I issues that need to be addressed. They also need to complete sewer testing and videotaping.

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Mr. Bohl said that phase one at Old Saucon still has the sag in the sewer pipe. The Sewer Department went out again to TV so Andy would like to compare the videos. Andy also needs approval tonight for a release of funds for Phase two.

Mr. Bohl noted that the IPP's were sent out January 17, 2022, and he is slowing seeing a few being returned. Many are not following instructions and are sending them back to Andy instead of sending them to Wendy as the instruction letter indicates.

Mr. Bohl informed the Authority that the Department of Education for LVHN recently submitted plans for the new building. The original plans were submitted 10-15 years ago and didn't have a grease trap included as per current regulations. The revised plans now include a grease trap. LVHN is claiming that they will only have a sub-kitchen in this facility and all food will be brought from the Cedar Crest location. Andy feels they should have a provision that all lines go through the grease trap, to be installed later, if needed.

Mr. Bohl said that he has one motion that needs approval tonight for an additional security release for Estates at Saucon Valley.

Mark Sullivan asked Andy if any of the occupancy permits would be issued at TOA before the water line leaks are fixed and the I&I issues are resolved? Patrick noted they have also been asking for water meter installations, but they cannot be installed without running water and they can't turn the water on until the leak is fixed. Patrick said no CO's can be issued without a water meter being installed.

SUPERINTENDENT'S REPORT:

Mr. Lambert told the Authority that last months reported "explosion" at Saucon Valley Car Wash was nothing more than a broken pipe. Christian from DEP called Patrick and was concerned the car wash was pumping directly into the storm sewer instead of the sewer system.

Mr. Lambert noted that the Promenade is still having some grease issues however, they do have their traps pumped according to their IPP. Melissa from the Promenade said she may up the pumping schedule at the Fresh Market building to monthly to see if that helps take care of the problem.

Mr. Lambert said that he has noticed the grease trap at Coopersburg Diner is overflowing into our manhole again. Our sewer department went out and pumped it out, they removed 2 loads of grease. They went out again after they pumped and there was already more grease build-up. Patrick is going to issue a letter to Coopersburg Borough so they can address the issue with the Diner. A notice of violation could be issued. Patrick is going to go out and take pictures, date them, and then go back two months later and check again. They should be pumping out, at least quarterly. Patrick would like to do the same thing at Fairmont Village Shopping Center.

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Mr. Lambert informed the Authority that TOA Saucon Valley had a major sewer blockage where two manholes were discharging. The sewer department went out to unblock the line and found large amounts of rocks and debris. They are going to go back out and TV the lines.

Mr. Lambert said that leaky joints were found in the sewer lines at TOA Locust Valley last week after the heavy rains.

TREASURER'S REPORT:

Mr. Sullivan reported that there were no disbursements this month and with interest the balance stands at \$498.89. The report does not need approval this month.

MOTION (S):

A motion was made and seconded to approve release of line of credit for the Old Saucon subdivision, Phase 2, for sewer improvements in the amount of \$291,148.00. REF: Hanover Engineering letter dated January 18, 2022.

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.

C. The public comment policy that was tabled from the last meeting was discussed and noted that the time allotted to individuals to speak is excessive. Jack DeMatos mentioned that the Township policy for the BOS meetings is 3 minutes. Attorney Brienza recommended removing the pre-registration to speak component and make the policy a blanket 2-3 minutes. Bruce will make the revisions for the next meeting.

NEW BUSINESS:

There is a new Municipal Authority act out which Bruce will request a copy of for the Authority to review.

There is a new bidding threshold which took effect January 1, 2022. Purchases and contracts below \$11,800 do not require formal bidding, between \$11,800 - \$21,900 require three quotes and over \$21,900 require a formal bidding process.

Workshops are being held in March and April in various locations. The annual conference and trade show is being held September 11-14, 2022, in Erie. If anyone is interested in additional information, please let Bruce know.

On Gary's invoice there is an erroneous charge from 1/13/2022 for "Lauren" that should be removed. A credit should appear on Gary's invoice next month for this.

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ANNOUNCEMENTS:

The next scheduled meeting of the Authority will be Monday, March 7, 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 7:00 pm.

Respectfully submitted,

Ryan Holmes
Secretary

