

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, June 6, 2022

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Township Municipal Authority at approximately 6:06 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 - Secretary

John Guignet - Asst. Secretary and Asst. Treasurer

STAFF PRESENT:

Gary A. Brienza, Esquire, Solicitor

Andrew T. Bohl, P.E., Engineer

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

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 May meeting minutes as presented.

Motion passed unanimously with Jack DeMatos 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: 6/1/22, 6/2/22

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Date of letter: 5/2/22

Letter from: Gary Brienza, Solicitor

Letter sent to: Tom Dinkelacker, Norris-Law

Subject: May Request

Comments from Tim Paashaus remind me to inquire if there has been any discussion related to enacting a similar lateral inspection ordinance in UST. It really seems reasonable, appropriate, and necessary. Also, it is incongruous for Coopersburg to have lateral inspections a time of a real property transfer but to not have a similar approach in UST.

Date of letter: 5/2/22

Letter from: Tom Dinkelacker, Norris-Law

Letter sent to: Gary Brienza, Solicitor

Subject: May Request

I agree. I did the same ordinance for Emmaus, and I think Catty is looking at it. I'll send to Tom and Trisha.

Date of letter: 5/3/22

Letter from: Patrick Lambert, UST

Letter sent to: Gary Brienza, Solicitor and Bruce Bush

Subject: Sewer-Water Tapping Fees

I spoke to Tom Beil about the sewer tapping fees and rate increase. He would like to contact Dave Busch about the cost for analysis to include in the 2023 Budget. I would like to email him and get some more information (and) get cost estimates for these studies. Could either of you forward me his contact information so I may contact him?

Date of letter: 5/3/22

Letter from: Gary Brienza, Solicitor

Letter sent to: Tom Dinkelacker, Norris-Law

Subject: USTMA Meeting – Attorney/Client Privileged

By way of update, the issue of a potential need to proceed with condemnation was discussed in executive session last evening.

Date of letter: 5/6/22

Letter from: Tom Dinkelacker, Norris-law

Letter sent to: Tom Biel, UST; Gary Brienza, Solicitor; Bruce Bush

Subject: Saucon Valley Crossings

As my paralegal, Mary, knows, this matter has been on the radar for a long time. You will recall that we never recorded the water and sewer easements because there was an error in the execution of the documents. Moreover, the documents, when signed, still required updated information regarding final plan revision dates and exhibits. This initially came to my attention several months before my transition to Norris McLaughlin. The problem was that we could not find the original documents.

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I finally found the files tucked away in a box for transport to the new firm. Mary and I reviewed the documents, and the errors lie in the notary acknowledgments executed by Mr. Mortensen (they were dated 2020 instead of 2021). In addition, we need the final plan revision dates, and to that end I have advised Mary to contact Andy and Brad at Hanover to obtain the final revision dates for the water and sanitary sewer plan as well as any other information needed. Now that we know the problems Mary will begin to "fix" the documents and prepare them for recording.

Hopefully, these can be resolved in the next several weeks, but they will depend on our ability to work with Mr. Mortensen. As you know, his attorney was Mark Malkames who recently passed away.

Date of letter: 5/17/22

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Tom Beil, UST

Subject: Ashford Preserve (22 Lot Subdivision in Coopersburg Borough)

(Enclosed) is our PADEP Planning Module Review and Capacity Letter dated 5/17/22 for the subject project. I have also (enclosed) a PDF of the Utility Plan and the PADEP Planning Module for the Ashford Preserve Subdivision for your reference.

Date of letter: 5/25/22

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Bruce Bush

Subject: Estates at Saucon Valley Security Release Request 7 for 2759 and 3131 Flint Hill Road

Hanover's Engineering letter dated 5/25/22 recommending a release of \$87,395.00 to the letter of credit for the sanitary sewer improvements installed for the subject project. The construction of the sanitary sewers' installation was observed by Hanover Engineering.

Date of letter: 5/25/22

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Bruce Bush

Subject: Estates at Saucon Valley Sanitary Sewer Video Inspection Review of 2459 and 3131 Flint Hill Road

This letter was a review and comments on the video inspection of a portion of the sanitary sewers within the Estates of Saucon Valley located on Stonewall Drive, Merion Drive and Turtle Creek Drive. The sewers were inspected on 5/18/22, 5/19/22 and 5/20/22 by the Township Staff.

The sewer appears to be in acceptable condition, however, the sewer segments from Manhole 1067 to existing manhole 667 was not videoed. Thus, any sanitary sewer upstream of these segments should not be allowed to be used and no certificate of occupancy should be issued until these segments are videoed and found acceptable.

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The letter then lists comments on each of the 17 segments that were inspected.

Date of letter: 6/1/22

Letter from: Andrew Bohl, Hanover Engineering

Letter sent to: Patrick Lambert, UST

Subject: Traditions of America Locust Valley Residential Community Pump Station (Attached) is our letter pertaining to the TOA-Locust Valley Pump Station startup. The station is functioning properly, however, a final electrical walk through and site improvement punch list still need to be completed. We are working on scheduling with Paragon Engineering Services to perform an electrical walk through.

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

CORRESPONDENCE COMMENTS:

Bruce Bush asked Andy Bohl why the electrical walk through hasn't been done. Andy told him that they are waiting on the Corporate Parkway documentation to be completed so Paragon Engineering can make one trip and do the pump station walk through and have a pre-construction meeting for the Corporate Parkway project on the same day, so he doesn't have to charge the Township twice for travel time. Andy also noted that he anticipates no issues at the pump station which is why he felt it could wait.

SOLICITOR'S REPORT:

The Solicitor's Report dated June 6, 2022, was presented by Solicitor Brienza.

Solicitor Brienza said that Saucon Valley Crossings is now complete and can finally be removed from his report.

Solicitor Brienza said that Tom Beil is hoping to have the tapping fee ordinance ready to go within the next few months.

Attorney Brienza indicated that he has nothing new to report on Blue Belle/Weyhill but Patrick Lambert indicated that they are working on the punch list item of installing sewer clean out caps.

Solicitor Brienza noted that he is still waiting on the final design, contribution agreement and paperwork on the Ohl subdivision for Mt. Trexler Manor. They have submitted their expansion plans to the Planning Commission, so he feels they are waiting on that before proceeding with anything else. Andy Bohl noted that he spoke with the owner of Mt. Trexler Manor and their Engineer, and they indicated that all the documentation and agreements for the Ohl subdivision have been signed. The cost sharing agreement has not been finalized. They are doing property improvements but not looking to add more people to the facility only additional buildings to comply with new regulations that they must have additional square footage per person. Most of the easement descriptions are complete. A town hall meeting will need to be held to make a presentation to the residents.

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Attorney Brienza stated that he spoke with Attorney Dinkelacker who said the best approach would be for Bruce to reach out to Tom Beil regarding the sewer lateral ordinance.

ENGINEER'S REPORT:

Andy Bohl, PE, presented the Engineer's report dated June 1, 2022.

Mr. Bohl said that the final restoration for Oakhurst is being completed and a final walk through to put together a punch list will need to be scheduled.

Mr. Bohl told the Authority that plans are being finalized for the Corporate Parkway project. Once he receives these, he will issue the Notice to Proceed and schedule a pre-construction meeting.

Mr. Bohl said Coopersburg had two exceedances this month. Out of 31 days in May they had 13 where they exceeded their allocation at the Plant. Patrick has placed a few meters in Coopersburg to try and figure out where the flow is coming from.

Mr. Bohl noted that a walk through and punch list need to be completed for the Brinley pump station.

Mr. Bohl indicated that TOA Locust Valley tried to fix two sags that have been found. They were successful in fixing one.

Mr. Bohl told the Authority that Old Saucon Phase 1 still has sags that have not been addressed. Patrick mentioned that he is going to have the line flushed and TV'd again to see if there are any backups.

Mr. Bohl noted that he needs a motion to release funds from the line of credit for sanitary sewer improvements at Estates at Saucon Valley in the amount of \$87,395.00. He issued a review letter for their sanitary sewer for 14 out of 16 reaches they have complete, and they all look good. There are additional reaches that still need to be completed and have just been TV'd. He will review that video soon.

Mr. Bohl said that he is still missing a few IPP's.

Mr. Bohl also noted that he is again begun to work on the 537.

SUPERINTENDENT'S REPORT:

Mr. Lambert told the Authority that he's been working on the 5-year capital budget and 2023 budget. He will share with the Authority once they're finalized.

Mr. Lambert informed the Authority that he installed two flow meters in Coopersburg. One near Borough Hall and one near 309.

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Mr. Lambert said that as Andy mentioned, they found sags in the line at TOA. TOA has requested we flush and TV the next section.

Mr. Lambert informed the Authority that he met with the new Director of Roads for the Township to discuss how the departments can better work together. They would like to coordinate projects before they plan on road repairs or repaving to see if it's located in a section where water and sewer repairs/replacements should be done first.

Mr. Lambert said that he took pictures of the sewer line at Fairmont Village Shopping Center which shows their line is deteriorating. He's trying to determine exactly where the line ties in. There are several changes in pipe size from 4" to 6" and he sees lots of grease in their line.

Mr. Lambert told the Authority that a new wireless flow meter was installed out at Locust Valley so it can be read over the internet.

Mr. Lambert informed the Authority that during the US Senior Open being held at Saucon Valley Country Club, we will have limited access to our pump station. Old Bethlehem Pike is going to be used for parking and Spring Valley Road will be shut down on the back side of the Country Club.

Mr. Lambert noted that one of our employees at the Plant looked at a house to purchase in Coopersburg. He went into the basement and sure enough, there was both a sump pump and roof drains connected to the sewer lateral.

TREASURER'S REPORT:

Mr. Sullivan reported that there were no disbursements this month so with interest the balance stands at \$778.01. The report does need approval for this quarter.

Motion was made and seconded to approve the Treasurer's Report of June 6, 2022, as presented.

Motion passed unanimously.

MOTION (S):

A motion was made and seconded to release letter of credit funds in the amount of \$87,395.00 for sanitary sewer improvements at the Estates at Saucon Valley. REF: Hanover Engineering letter dated 5/25/2022.

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.

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B. Sewer Tapping Study – This continues to be an unresolved issue. Bruce noted that this has been hanging out there since at least 2018. Patrick noted that he has included the sewer tapping fee review in next year budget.

NEW BUSINESS:

ANNOUNCEMENTS:

The next scheduled meeting of the Authority will be Tuesday, July 5, 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 6:35 pm.

Respectfully submitted,

Zachary Karasek
Secretary