

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, March 7, 2022

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Township Municipal Authority at approximately 6:10 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 February 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: 2/25/22, 2/28/22, 3/3/22

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Date of Email: 2/8/22

Email from: Gary Brienza, Solicitor

Email sent to: P. Lambert, UST; A. Bohl, Hanover Engineering

Subject: Fairmount Village

Reviewed my old file on this, essentially my letters which were all from the late spring/early summer of 2009, dealt with our attempts to get the owner of the shopping center to install a grease trap. I recall from seeing those letters that we were seeing grease at the plant or in the lines near the center. I am not sure, but I believe that the township grease trap ordinance may have come about either just before or just after this timeframe. Even though my letters do not show this, I also recall that Karl was not thrilled with the specs on the grease trap that was installed (I believe he felt it was a bit undersized). At the least it is possible that since it has been in for almost 13 years (I am guessing that it has not been replaced) it is not performing up to full capability at this time. Perhaps it needs replacement?

I will send the letters if you like but I do not think you need them. Let me know.

Date of Email: 2/14/22

Email from: P. Lambert, UST

Email sent to: Karen Andrews, BDA Architects

Subject: Sierra Circle, LVHN DOE & UST Ordinance 154

Background –

In the DOE building going up for Peron Development and LVHN at Sierra Circle, we have a small café off of the waiting area and a food services area behind it. The food services area is really just a holding and prep place for food that is going to be pre-cooked and brought in from their other larger campuses (Muhlenberg and Cedar Crest) when they have events. The café in front will serve coffee, smoothies, snacks, and pre-packaged sandwiches from the other campuses. We planned to install a commercial grade grease trap below the sink in the food services room since this is not a real working kitchen. According to your ordinance 154, would we be exempt from requiring an outside grease interceptor or would one have to be provided? Our engineers have done other areas like this and stated they did not need an interceptor so we were under the assumption one would not be needed.

Patrick’s reply –

Board members and township Engineer discussed 3900 Sierra Circle during the February 2022 meeting of the Upper Saucon Township Municipal Authority Board. At this time, we are requiring an external grease trap be installed as per township guidelines and Ordinance 42R. We understand the that offsite services may be utilized however waste generated by events and kitchen may allow Fats, Oils and Grease (F.O.G.) to enter sewers. There are many sources of F.O.G.

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which may or not come on site prepared food. As per these requirements and any potential future usage changes, a grease trap is required. Without a proper functioning grease trap the kitchen could allow F.O.G. to enter the collection system. Upper Saucon Township's needs to limit amount of F.O.G. entering system, if not it may violate the township's NPDES Permit.

Date of Email: 2/23/22
Email from: A. Bohl, Hanover Engineering
Email sent to: Patricia Lang, UST
Subject: 5039 Route 309 Proposed Medical Building, JFD Realty, LLC
We reviewed the Plan Set for the subject dated 12/9/21, last revised 2/4/22 prepared by Keystone Consulting Engineers, Inc. and the response letter prepared by Keystone Consulting Engineers.
Proposed building is located 5055/5039 Route 309 along the northbound lanes of Route 309. The Plans depict a 3,615 square feet Medical Office Building with associated parking and other site improvements.
The proposed connection point to the existing collection system via a new sanitary sewer manhole located along the front of the property.
Hanover's letter then listed 10 comments regarding their findings of their review.

Date of Email: 2/24/22
Email from: A. Bohl, Hanover Engineering
Email sent to: Patricia Lang, UST
Subject: DeSales University Proposed Labuda Building Addition
We reviewed the following:
Plans for the building addition dated 2/4/22
UST Sewage Facilities Planning Module
UST Industrial Pretreatment Program Wastewater Discharge Application

The Plan set depicts a building addition of about 7,700 square feet to the northern portion of the Labuda Center and a grinder pump station to convey the wastewater about 140 feet to an existing manhole located to the west. The existing sewer system is owned and maintained by the University and located within DeSales University property.

Hanover then listed 5 comments regarding their review. Remarks about two of the comments: the proposed addition will not increase the sewer flows from the University and the wastewater from the addition will be only domestic flow, thus, the existing Pretreatment Program Permit will not change.

Date of email: 3/1/2022
Email from: A. Bohl, Hanover Engineering
Email to: Bruce Bush
Subject: Corporate Parkway Sanitary Sewer Project Award Recommendation
Hanover Engineering reviewed the bid proposals for subject project which were received on 3/1/2022. The two bids received are as follows:

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	Base Bid	Total Bid
Doli Construction Corp.	\$191,200.00	\$193,450.00
Linde Corp.	\$192,978.00	\$197,478.00

(Enclosed) is one copy of the Cross Bid Tabulation. Bid Bonds and supporting documentation were received from both bidders.

Our office has reviewed the bids submitted for the project. Doli Corp. has submitted a complete bid package and they are confirmed to be the low bidder for the work with a Base Bid of \$191,200.00 and a total amount of \$193,450.00 including contingencies. Solicitor should confirm wording to "Ten percent of the Total Base Bid" is acceptable for the Bid Bond as submitted by Doli Construction Corp. We recommend the project be awarded to Doli Construction Corp. upon acceptance of the apparent lowest bidders bid documents by the Authority's Solicitor.

Date of email: 3/2/22
Email from: P. Lambert, UST
Sent to: T. Beil, UST
Subject: Corporate Parkway Sanitary Sewer Project Award Recommendation
This project exceeds the budget and cost estimate on this work. The budget was set at \$150,000 and original cost estimate was \$136,000. With the bid coming in at \$193,000 can we wait until 2023 and increase budget?

Date of email: 3/2/22
Email from: T. Beil, UST
Email sent to: P. Lambert, UST
Subject: Corporate Parkway Sanitary Sewer Project Award Recommendation
I prefer doing the work this year and going over budget. Ultimately, the Municipal Authority should make the decision to either award the project to the lowest bidder or reject all bids and rebid next year. Keep in mind, given the current state of the economy it's likely we'll get even higher bids next year.

Date of email: 3/2/22
Email from: A. Bohl, Hanover Engineering
Email sent to: Bruce Bush
Subject: Estates at Saucon Valley Security Release Request 5 for 2759 and 3131 Flint Hill Road
Hanover Engineering reviewed the requested Letter of Credit Release for sanitary sewer improvements. The developer has requested a release of \$41,712.00 for the sewer (\$37,920.00 + \$3792.00 for inspection and construction contingencies). The construction of the sanitary sewer was observed by Hanover Engineering. We recommend the Authority authorize the Township to release the request of \$41,712.00.

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

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CORRESPONDENCE COMMENTS:

None

SOLICITOR'S REPORT:

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

Solicitor Brienza said that the Brinley Phase 2 agreement is ready to be filed by Lennar.

Attorney Brienza noted that Patrick sent the punch list for Weyhill/Blue Belle to the contractor.

Attorney Brienza noted that the force main on Oakhurst has finally passed inspection, but the gravity sewer lines need to be flushed and TV'd.

Solicitor Brienza said 2 bids were received for the Corporate Parkway project. Both bids exceeded the budgeted amount, but Tom Beil said to proceed anyway. That means it can be voted on tonight to award the bid.

Attorney Brienza indicated that the route for Mt. Trexler is being finalized and the subdivision documents for the Ohl property have been prepared. The contribution agreement has been revised and could possibly include a grant from the Federal Government.

Solicitor Brienza noted that the Township Solicitor agrees with the need for the Ordinance Proposal mirroring Coopersburg's, but he is still waiting for Tom Beil.

Solicitor Brienza told the Authority that Spring Valley Inn has signed their IPP so no legal action will be taken at this time.

ENGINEER'S REPORT:

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

Mr. Bohl noted that there were several meetings regarding the North Branch interceptor, and they came up with a few different options. Surveyors are out looking at the new alignment and a few additional easements will be required.

Mr. Bohl said that once inspections are completed out at Oakhurst, and everything is finalized letters can go out to the affected residents letting them know they can connect.

Mr. Bohl told the Authority that the Executive Parkway bid opening was on March 2, 2022. The low bid was \$193K and 2 bids were received. Both bids were very close, and he recommends a motion tonight to award the bid.

Mr. Bohl said Coopersburg had 1 exceedance at their flow meter on 2/4/22. Half the month of February the Borough was over their allocation.

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

Mr. Bohl indicated that TOA needs the authorization to use their pump station.

Mr. Bohl told the Authority that the Old Saucon Phase 1 sewer pipe is still in question. Andy just reviewed the latest video and he's going to issue a letter. They need to determine whether they want to fix the line or pay a fee and put in and maintain an access road. Phase 2 lines at Old Saucon were just TV'd.

Mr. Bohl noted that he needs a motion tonight for an escrow release in the amount of \$41,712 for sanitary sewer improvements at Estates @ Saucon Valley.

Mr. Bohl noted that the IPP's were sent out January 17, 2022, and as of 3/3/22 all but 7 were returned. A second notice letter was sent out Friday. If responses are not received by the end of March Patrick will issue a Notice of Violation letter. The NOV issued to Spring Valley Inn seemed to be successful in moving them along to submit paperwork.

SUPERINTENDENT'S REPORT:

Mr. Lambert told the Authority that the IPP's that have been returned mostly included hauler invoices instead of actual manifests. Next year we will include a sample manifest when the IPP's are mailed out. The hauler invoices are not what we need and generally don't indicate an amount pumped out.

Mr. Lambert informed the Authority that out at Oakhurst near Bittersweet a section of roots was found in the sewer line and a significant amount of clear water. This infiltration was noticeable in the flow data for that area.

Mr. Lambert said that the VAC truck is currently out for service, so the sewer department is getting a bit behind with flushing. The TV van is scheduled to go out for service next.

Mr. Lambert informed the Authority that Xylem was recently out to the Old Bethlehem Pike pump station to look at what is needed to upgrade this station's electrical system, scada and security.

Mr. Lambert said that a resident on Oakhurst indicated that the contractor doing the sewer extension damaged her drain line. Patrick attempted to investigate and contacted Anrich.

Mr. Lambert told the Authority that the new garage has cracks in the floors, block walls, etc. Charlie Unangst from Hanover Engineering who oversaw the project was called in to look at the issues. Most of the cracks in the walls area occurring under the windows on non-load bearing walls.

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TREASURER'S REPORT:

Mr. Sullivan reported that there was one disbursement this month for the Chairmans printing costs so with interest the balance stands at \$477.39. The report does need approval this month.

A motion was made and seconded to approve the Treasurer's Report as presented.

Motion passed unanimously.

MOTION (S):

A motion was made and seconded to make a recommendation to the Board of Supervisors to award the bid for the Corporate Parkway sanitary sewer project to Doli Construction Corporation for the base bid of \$191,200 and a total bid of \$193,450.

REF: Hanover Engineering letter dated March 1, 2022.

Motion passed unanimously.

A motion was made and seconded to release the letter of credit for Estates at Saucon Valley for sanitary sewer improvements in the sum of \$41,712. REF: Hanover Engineering's letter dated 3/2/2022.

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 revised needs a motion for approval tonight. Patrick asked Bruce to forward an electronic copy to Wendy so it can be posted to the Township website.

A motion was made and seconded to approve the Public Comment Policy for the Municipal Authority as revised.

Motion passed unanimously.

NEW BUSINESS:

Bruce mentioned that the Authority has received the Statement of Financial Interest forms. Patrick sent everyone an electronic copy to fill out. They are due by May 1, 2022.

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ANNOUNCEMENTS:

The next scheduled meeting of the Authority will be Monday, April 4, 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 6:46 pm.

Respectfully submitted,

Ryan Holmes
Secretary

