

# UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, November 7, 2022

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Township Municipal Authority at approximately 6:00 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 - ABSENT

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

Patrick Lambert, Director of Water and Sewer Resources

Ed Rasich, UST Asst. Director of Water and Sewer Resources

## **VISITORS:**

## **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:**

## **MINUTES:**

A motion was made and seconded to approve the October meeting minutes as presented.

Motion passed unanimously.

## **CORRESPONDENCE:**

Authority members may comment on the correspondence packets or the "Summary" which they received.

NOTE: (1) This is a summary of the correspondence prepared by the Chairman. Details must be obtained by reading the actual correspondence. (2) The documents listed below may apply to both the USTMA and the USSTA.

Date list was prepared or amended: 11/2/22, 11/3/22

Date of email: 10/5/22

Email from: A. Bohl, Hanover Engineering

Email to: Bruce Bush

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Subject: Good Shepherd Rehab Hospital Security Release 3 Sanitary Portion  
We reviewed the requested Letter of Credit Release for sewer improvements. The developer has requested a release of \$80,038.75 for the sanitary sewer (\$72,762.50 + \$7,276.25 for inspection and construction contingencies). The sanitary sewer installation was observed by Hanover Engineering. We recommend the release of \$80,038.75.

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Date of email: 10/5/22

Email from: S. Diacogiannis, UST

Subject: 2023 Reorg and Regular meeting dates

Please review the following for your group and advise of your approval or any changes no later than 12/1/22.

Authorities:

Reorg Meeting – 1/9/23 @ 6 PM

Regular meetings – 1<sup>st</sup> Monday of each month @ 6 PM

Note: Sept. meeting will be Tuesday 9/5/23

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Date of email: 10/25/22

Email from: A. Bohl, Hanover Engineering

Email to: Patricia Lang, UST

Subject: Stack Storage, LLC. Land Development Plan Sanitary Sewer Review #2

We reviewed the Land Development Plan dated 6/10/22, last revised 10/6/22 prepared by Gilmore and Associates, Inc and the Response letter dated 10/6/22 authored by Gilmore and Associates.

Proposed project is located at 5928 Old Bethlehem Pike. Plans depict a commercial building with a footprint of 49,700 square feet.

This project is located within South Branch Interceptor drainage area. Project proposed to connect to an existing sewer manhole located about 120 feet north of the property with 70 gallons per day projected flows for the estimated two employees.

The letter then lists four comments regarding Hanover's review.

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Date of email: 10/25/22

Email from: A. Bohl, Hanover Engineering

Email to: Patricia Lang, UST

Subject: 5039 Route 309 Proposed Medical Building JFD Realty, LLC.,

Preliminary/Final Land Development Plan Sanitary Sewer Review #3

We reviewed the Plan for subject project dated 12/9/21, last revised 10/7/22, prepared by Keystone Consulting Engineers, Inc.

Proposed commercial building is located at 5055/5039 Route 309 along the northbound lanes of Route 309. The plans as submitted depict a 3615 square feet Medical Office Building with associated parking and other site improvements. It is proposed to connect the sewer to a new sanitary sewer manhole located along the front of the property.

The letter than lists 7 comments from Hanover Engineering.

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Date of email: 10/25/22

Email from: A. Bohl, Hanover Engineering

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Email to: Patricia Lang, UST

Subject: Preliminary-Final Land Development for Strawberry Hill Sanitary Sewer Review #3

We reviewed the subject document dated 9/19/22 prepared by Gilmore Associates, Inc. Proposed subdivision is located at the end of Red Oak Drive in the Township. The proposed subdivision consists of 22 single family lots, one utility lot and one open space lot. The Plan indicates the subdivision will be serviced by the Township public sewers located within the project limits.

This project is located within South Branch Interceptor drainage area.

The letter then listed 10 comments regarding Hanover's review.

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Date of email: 11/1/22

Email from: Gary Brienza, Solicitor

Email to: Thomas Beil, UST

Subject: 2023 Reappointment Request and Professional Fee Schedule

Please accept this letter as my confirmation that I would be honored to be reappointed as the Solicitor for the USTMA and USSTA for the year 2023.

My rate has remained unchanged for the past 7 years. However, as part of our continued process of business management, we have reviewed our costs of operation.

As such, we are respectfully requesting an increase in our hourly rate to \$185.00 for non-litigation matters and \$215.00 for litigation matters. We strive to set our rates as low as possible for our clients while maintaining fiscal stability for our firm. We continue to strive to provide services to the Township at a reduced hourly rate which is typically \$350.00 an hour.

I am honored to have served UST and look forward to continuing to serve. If you should have any questions or comments, please do not hesitate to contact me.

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

## **CORRESPONDENCE COMMENTS:**

Jack DeMatos asked Andy Bohl if the "stack storage" mentioned in correspondence is a storage facility? Andy responded that yes, it will be a storage facility located next to the St. Luke's building between Old Bethlehem Pike and Route 378.

## **SOLICITOR'S REPORT:**

The Solicitor's Report dated November 5, 2022, was presented by Solicitor Brienza.

Attorney Brienza reported that Attorney Dinkelacker has not moved forward with scheduling a meeting to draft ordinance.

Solicitor Brienza said that is has been six months since the punch list was issued for Weyhill/Bluebelle. Most items have been addressed and the fee-in-lieu has been paid.

Attorney Brienza noted that the Oakhurst sewer project is complete. Waiting for final payment request from contractor to close out.

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Solicitor Brienza stated that construction on the Corporate Parkway project has been delayed and an extension has been provided due to supply chain issues.

Attorney Brienza reported that the contribution agreement hasn't been finalized for Mt. Trexler.

## **ENGINEER'S REPORT:**

Andy Bohl, PE, presented the Engineer's report dated November 4, 2022.

Mr. Bohl told the Authority that he is working on the H20 grant for the north branch project. This will include the pump station, force main and gravity lines. Greene Lane and Mountain Drive have also been added to this project.

Mr. Bohl said he sent out the quarterly CAP report this month.

Mr. Bohl noted that Coopersburg's annual contribution report shows it's down 2% from last year. Overall, our sewage treatment is down 20 million gallons from last year.

Mr. Bohl indicated that he issued several land development and subdivision reviews this month.

Mr. Bohl told the Authority that he needs one motion tonight for a security release for Good Shepherd.

Mr. Bohl said that he gave the new electrical contractor for the Corporate Parkway project an 8-week extension because of supply issues for some of the electrical components. The substantial completion date has been pushed back to 2/16/23 and the final completion date to 4/30/23.

Mr. Bohl also noted that testing is complete for the Phase 2 sewer lines at Brinley and will be ready for flushing.

Mr. Bohl just received the second portion of the sewer line video for TOA. He will review this and issue his comments this week.

## **SUPERINTENDENT'S REPORT:**

Mr. Lambert told the Authority that the budget is being finalized. Sewer plant and collections funding is 100% approved.

Mr. Lambert informed the Authority that Moyer Instruments was in to calibrate all sewer meters.

Mr. Lambert said that our departments are going to assist the road crew this week to complete some of our paving repair projects.

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Mr. Lambert informed the Authority that the sewer department finished videoing TOA and noted that there are several issues with their sewer lines.

Mr. Lambert told the Authority that the contractor for Brinley is widening the entrance at Main Street. They have requested to be provided with manhole, riser, and lid so they can make the necessary repairs for us before they pave.

Mr. Lambert said that the camera truck was serviced last week, so the sewer foreman has several repairs he would like to make before winter.

## **TREASURER'S REPORT:**

John Guignet, Assistant Treasurer presented the treasurer's report for Mark Sullivan. He reported that there were no disbursements this month so with interest the balance stands at \$784.70. The report does not need approval.

## **MOTION (S):**

### **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. 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.

C. Bruce Bush asked Tom Beil for an update on two outstanding matters and Tom indicated that the Township Solicitor was busy with other matters at this time.

D. Coopersburg's Ordinance regarding lateral inspection upon any real estate transfer. (Ref: Coopersburg Ordinance #2021-675, Duly Adopted 3/16/2021).

A letter from Bruce Bush to Tom Beil dated 7/7/22 was hand delivered to the Township on 7/7/22 requesting consideration of implementing an Ordinance regarding the inspection of each improved property connected to the Township's Sanitary Sewer System upon transfer of that property.

E. Acquisition of Borough of Coopersburg sewer lines. A letter was hand delivered to Tom Beil's office on August 3, 2022, requesting permission from the UST BOS to begin discussions regarding the acquisition. At the September meeting Gary reported that he spoke to Tom Beil and that Tom was going add to the 2023 Budget the cost for the study to be conducted by Dave Busch.

## **NEW BUSINESS:**

### **ANNOUNCEMENTS:**

The next scheduled meeting of the Authority will be Monday, December 5, 2022 @ 6:00 PM at the Water and Sewer Building.

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## **ADJOURNMENT:**

With there being no further business to discuss, the meeting of the Upper Saucon Municipal Authority was unanimously adjourned at approximately 6:20 pm.

Respectfully submitted,

Zachary Karasek  
Secretary

