

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, April 3, 2023,

4774 Saucon Creek Road

Jack DeMatos 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/Sewer Department office, 4774 Saucon Creek Road, Upper Saucon Township, Lehigh County, PA.

MEMBERS PRESENT:

Joaquim (Jack) DeMatos - Chairman
Mark Sullivan – Treasurer
Zachary Karasek – Secretary
John Guignet – Vice Chairman
Michael Shafer - 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:

MINUTES:

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

Motion passed with Zachary Karasek abstaining.

CORRESPONDENCE:

Authority members may comment on the correspondence which they received.

CORRESPONDENCE COMMENTS:

SOLICITOR'S REPORT:

The Solicitor's Report dated March 29, 2023, was presented by Solicitor Brienza.

Attorney Brienza reported that Mt. Trexler Manor is claiming that it's in the Township's hands to complete the cost sharing agreement. Gary was under the impression that we were waiting on them.

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ENGINEER'S REPORT:

Andy Bohl, PE, presented the Engineer's report dated March 29, 2023.

Mr. Bohl told the Authority that Mt. Trexler Manor plans and permits should be submitted to the DEP by the end of the month.

Mr. Bohl noted that Coopersburg had 1 exceedance at their meter station and 12 at the Plant this month.

Mr. Bohl indicated that the Oakhurst project just needs a final inspection.

Mr. Bohl told the Authority that he submitted the Chapter 94 report to DEP last week.

Mr. Bohl said that the contractor for the Corporate Parkway project is still waiting for PPL to connect the electric.

Mr. Bohl also noted that both TOA and Old Saucon still have not attempted to make any sewer line repairs to the sags.

Mr. Bohl told the Authority that he reviewed the sewer line video from Good Shepherd and he will be issuing a letter. There was a lot of debris in the line when they videoed because they didn't flush the lines first.

Mr. Bohl said that 6 IPP's have not been returned. They are the usual, Spring Valley Inn, Upper Saucon Social Quarters, Saucon Valley Auto Spa, Fairmont Village along with Lutron and WaWa. He will be issuing Notice of Violation letters.

Mr. Bohl is hoping to have the 537 presented to the Township by the end of May.

Mr. Bohl has one motion for approval tonight for the Strawberry Hill residential subdivision planning module for 22 EDU's.

SUPERINTENDENT'S REPORT:

Mr. Lambert told the Authority that the Station Avenue sewer extension project from a few years back, it was discovered that one person connected at some point but has never received a bill. They could have connected as far back as 2019. The resident did their own work to make the connection, but no inspections were ever done. There is a loophole in Township procedures where existing homes that connect are not being added to the billing system. In this case, once a permit is issued by Community Development there is no follow-up to see if the work is ever completed. Therefore, there is no trigger to begin billing. We have had a few other similar situations. There was a similar occurrence recently on Blue Church Road where an existing home connected to public sewer but again nothing in the Township's procedures to trigger Finance to begin billing.

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Mr. Lambert informed the Authority that the Notice of Violations for the IPP's are ready for Gary to review.

Mr. Lambert said that flow meters at manholes 35 and 11 have been getting quite a few hits. They are in Coopersburg on either side of Borough Hall.

Mr. Lambert informed the Authority that the sewer department is seeing a lot of tree roots in the lines on Price Avenue and Treeline Drive. He will put these on the schedule to be lined in 2024.

Mr. Lambert told the Authority that a vote will be taken at the next meeting regarding the presented materials from Keystone Alliance regarding taking over the Coopersburg lines.

Mr. Lambert said that he is working with Dave Busch on the sewer rate study.

Mr. Lambert informed the Authority that the maintenance guy from Olympus called him again to ask what was going on. Patrick explained what is currently going on and he seemed to be fine with his explanation.

Mr. Lambert reminded everyone the annual Plant tour is scheduled at 5pm prior to next month's meeting. If there is no meeting in May, it will be moved to the June meeting.

Zack asked Patrick to explain how the sewer connections, inspections and billing for existing homes are being missed? Patrick explained that the current Township process is that someone pulls a permit for either water and/or sewer. For water a work order is generated by the W/S department to install a water meter which gets sent to Finance who matches it to the permit then waits to receive a CO to begin billing. If a person pays cash for a home, there is no CO therefore nothing to trigger the Finance Department to start billing. If someone applies for a sewer permit there is no work order generated because there is no meter installed or work to be done on the sewer end of things but there should be an inspection done. The bill for the inspection is what should trigger Finance to begin billing as this means the connection has been made. A new sewer connection for an existing home also does not have a CO issued. There is no follow-up from Community Development once a permit is issued to see whether work has been done.

TREASURER'S REPORT:

Mark Sullivan presented the Treasurer's Report. He reported that there were no disbursements this month so with interest the balance stands at \$743.25.

MOTION (S):

A motion was made and seconded to recommend endorsement of the DEP planning module by the Township and endorsement of the Upper Saucon Township sewage facilities planning module for the Strawberry Hill residential subdivision for a total of 22 EDU's. Ref: Hanover Engineering's letter dated March 28, 2023.

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Motion passed unanimously.

UNFINISHED BUSINESS:

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

B. Acquisition of Borough of Coopersburg sewer lines.

NEW BUSINESS:

ANNOUNCEMENTS:

The next scheduled meeting of the Authority will be Monday, May 1, 2023 @ 6:00 PM at the Water and Sewer Building. A plant tour will take place prior to the meeting at 5PM.

ADJOURNMENT:

With there being no further business to discuss, the meeting of the Upper Saucon Municipal Authority was unanimously adjourned at approximately 6:28 pm.

Respectfully submitted,

Zachary Karasek
Secretary