

MEETING AGENDA

Upper Saucon Township Municipal Authority (USTMA)

Monday, January 8, 2024 @ 6:00 PM

Location: Upper Saucon Township Water and Sewer Building

1. Call Meeting to Order -

A. Pledge of Allegiance

2. Roll Call - Members of the Authority and Appointed Professionals

Joaquin (Jack) DeMatos - Chairman
Mark Sullivan – Treasurer
Zachary Karasek –Secretary
John Guignet – Vice Chairman
Michael Shafer - Asst. Secretary/Treasurer

Gary A. Brienza, Solicitor
Andy Bohl P.E., Engineer
Farley Fry P.E., Engineer
Patrick Lambert, Director of Water and Sewer Resources
Jonathan Barron, UST Asst. Director of Water and Sewer Resources

2A REORGANIZATION

Elect Chairman:

Consideration of a motion to elect _____ as Chairman

Elect Vice-Chairman:

Consideration of a motion to elect _____ as Vice Chairman

Elect Secretary:

Consideration of a motion to elect _____ as Secretary

Elect Treasurer:

Consideration of a motion to elect _____ as Treasurer

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Elect Asst. Secretary/Treasurer:

Consideration of a motion to elect _____ as Asst. Secretary/Treasurer

Appointments:

Consideration of a motion to appoint Gary Brienza (Firm-Peters, Moritz, Peischl, Zulick, and Brienza) as Solicitor.

Consideration of a motion to appoint Hanover Engineering as Engineer.

Consideration of a motion to appoint Zelenkofske Axelrod, LLC as Auditor.

Consideration of a motion to establish the meeting dates and times as the first Monday of each month, except the following:

The September meeting will be held Tuesday, September 3, 2024.

3. Notification Announcement - 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 members of the Authority.

4. Public Comment - Public may comment on any item on the agenda or items not appearing on the agenda that involve sewer service or operation of the Plant.

NOTE: *All visitors must sign the “speaker sign-in sheet” want to address the Authority during this portion of the meeting.*

5. Approval of the Minutes -

A. Approval of the draft of the December 2023 Meeting Minutes

6. Correspondence Comments - Authority members may comment on the correspondence and/or the “Summary” which they received.

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7. Solicitor's Report - Gary Brienza (Peters, Moritz, Peischl, Zulick, Landes & Brienza LLP) will discuss the matters he is working on. Gary will also submit a confirming written report.

8. Engineer's Report – Andrew Bohl will discuss the matters being worked on. Andrew will submit a written report.

9. Director of the UST Water and Wastewater Department's Report – Patrick Lambert will discuss the matters affecting the Sewage Treatment System. Patrick may also submit a confirming written report.

10. Treasurer's Report -

11. Motions Required –

12. Unfinished Business -

A. Unconnected Sewer Analysis

Reference SEA's letter dated 1/8/2014. Study identified 53 potential properties that should be connected to the sanitary sewers.

Background: (1) Update on the letter that the Authority recommended be sent to the "53".

2/19/19 -- Tom Dinkelacker had a casual discussion regarding this matter with Tom Beil. Tom's sense is that there will be some discussion regarding further review by the committee.

10/3/19 Chairman reminded Tom Beil at a meeting regarding Director interview, that we still wanted a meeting with the Public Works Committee regarding this matter.

11/2/2020 meeting 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 - update

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D. 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 to add the cost for the study to be conducted by Dave Busch to the 2023 budget.

13. **New Business -**

14. **Courtesy of the Floor -**

15. **Announcements -**

A. Next scheduled meeting of the Authority will be **Monday, February 5, 2024 @ 6:00 PM** at the Water and Sewer Building.

16. **Adjournment**