

# UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, October 7, 2024,

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 and Sewer Department office building, 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 – via phone  
Farley F. Fry, P.E., Engineer  
Patrick Lambert, Director of Water and Sewer Resources  
Jonathan Barron, 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 members of the Authority.

## **PUBLIC COMMENT:**

## **MINUTES:**

A motion was made and seconded to approve the meeting minutes from September 2024, as presented.

The motion was passed unanimously with Michael Shafer abstaining.

## **CORRESPONDENCE:**

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

## **CORRESPONDENCE COMMENTS:**

None

## **SOLICITOR'S REPORT:**

The solicitor Brienza presented his October 2024 report.

Brinley – All remaining issues regarding Brinley have been resolved. A variety of easements and bills of sale have been distributed.

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Blue Belle/Weyhill – The dedications are pending final inspections and confirmations on the punch lists.

Mount Trexler Manor – The easements, except for one property, have been resolved. This will be finalized by the end of the week. Mr. Dinkelacker will be submitting a final letter to this property's owner. There has not been any response to any letter sent regarding the one property. Legal action will be taken if no response is received to this final letter Mr. Dinkelacker will be sending to the property owner.

Kay Warehouse – This has been resolved. A formal offer was made which they did not accept. A counteroffer was made by the property owner and an agreement was made. Solicitor Brienza stated the easement will be drafted and should be final by next month's meeting.

## **ENGINEER'S REPORT:**

Andy Bohl, PE, presented his October 2024, Engineer's report.

North Branch – Andy met with Patrick Leonard and a couple of property owners. At that time, documents were supplied and signed. The NPDES permit will be issued in the next weeks.

Coopersburg – There were no exceedances at meter station for period September 1 through September 30, 2024. Also, the Borough did not exceed their allocation to WWTP for the same period.

Brinley Court – The dedication documents for the temporary easement for the force main have been reviewed. A bill of sale was sent to the Township Solicitor. The pump station operator will be submitting the maintenance logs to be sent.

TOA Locust Valley – The video inspections were conducted by the township and Hanover Engineering will issue a review letter this month. Out of approximately thirty-nine (39), half will need to be repaired.

Andy Bohl has 4 motions for approval for this evening.

## **DIRECTOR'S REPORT:**

Sewer Lateral lines, inspections and replacements - Patrick brought up the questions that arise regarding the handling of when residents do not comply. An example of a resident not complying due to having a video in the past year for a problem, did not want to have it done for the sale of the home. However, there is no video available on file to us. This is not in compliance with the ordinance. Solicitor Brienza commented that a CO should not be issued by the township for the sale of the home, and this is to be integrated as part of the checklist of the township process. Jonathan Barron also noted that there are numerous other issues that he has encountered and need to be addressed. The board recommended a letter that Gary Brienza will draft to go to the residents and the township.

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Pump Stations – Instruments at the pump stations were calibrated.

Sewer Mains – The Millers, visitors from last month, contacted Patrick about the discussion of running a sewer main on Old Bethlehem Pike. There are 3 potential residents that are interested in connecting to the sewer line. Patrick asked if he should proceed to include this in the 2026 budget. Jack DeMatos said to obtain the needed letters from the residents of their interest.

Snyder Environmental is lining sections of the sewer main at Olympus, Oakhurst and Bittersweet. Jonathan, Steve (foreman of the Sewer Dept), and Andy have observed the new process being used. Patrick explained the process observed.

IPP's will be revisited. A list will be needed.

## **TREASURER'S REPORT:**

Mark Sullivan reported there were no disbursements. The current balance is \$382.28.

## **MOTION (S):**

**Motions submitted by Andy Bohl, Hanover Engineering:**

1. Recommendation to the Board of Supervisors to Release of \$16,183.20 from the letter of credit for the sanitary sewer improvements installed for the Offsite Water and Sanitary Sewer Improvement Phase of the Brinley Court Subdivision project per our revised letter dated October 4, 2024.
2. Recommendation to the Board of Supervisors to Release of \$32,793.75 from the letter of credit for the sanitary sewer improvements installed within Phase 1 of the Brinley Court Subdivision project per our letter dated September 30, 2024.
3. Recommendation to the Board of Supervisors to Release of \$197,959.96 from the letter of credit for the sanitary sewer improvements installed within Phase 2 of the Brinley Court Subdivision project per our letter dated September 30, 2024.
4. Recommendation to the Board of Supervisors to Release of \$253,593.18 from the letter of credit for the sanitary sewer improvements installed within Phase 3 of the Brinley Court Subdivision project per our letter dated September 30, 2024.

Motions passed unanimously.

## **UNFINISHED BUSINESS:**

A. Unconnected Sewer Analysis

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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's budget.

C. Coopersburg Sewer Evaluation – Mr. David Busch attended the meeting to answer questions regarding purchasing the Coopersburg Sewer system. Mr. Busch stated that the methods used were based on the Income Based Methodology (how much will the system produce) and the Asset Based Methodology (examining the value and value). The factors for both methods included customer rates, revenue, and liabilities. The Board needs more information on the pending repairs that need to be done. Mr. Lambert and Mr. Bohl are in the process of viewing videos pending suitable equipment to do so. The information will be presented to Tom Beil.

## **NEW BUSINESS:**

## **ANNOUNCEMENTS:**

The next scheduled meeting of the Authority will be Monday November 4, 2024 @ 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 6:40 pm.

Respectfully submitted,

Zachary Karasek  
Secretary