

UPPER SAUCON TOWNSHIP MUNICIPAL AUTHORITY MINUTES

Meeting Held Monday, January 9, 2023,

4774 Saucon Creek Road

Gary Brienza called to order the regular meeting of the Upper Saucon Township Municipal Authority at approximately 6:01 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
Farley F. Fry, P.E., Engineer
Patrick Lambert, Director of Water and Sewer Resources
Ed Rasich, UST Asst. Director of Water and Sewer Resources

REORGANIZATION:

-Elect Chairman

Motion made and seconded to elect Jack DeMatos as Chairman.

Motion passed unanimously.

-Elect Vice-Chairman

Motion made and seconded to elect John Guignet as Vice-Chairman.

Motion passed unanimously.

-Elect Secretary

Motion made and seconded to elect Zachary Karasek as Secretary.

Motion passed unanimously.

-Elect Treasurer

Motion made and seconded to elect Mark Sullivan as Treasurer.

Motion passed unanimously.

-Elect Asst. Secretary/Treasurer

Motion made and seconded to elect Michael Shafer as Asst. Secretary/Treasurer.

Motion passed unanimously.

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APPOINTMENTS:

Motion made and seconded to appoint Gary Brienza (Firm-Peters, Moritz, Peischl, Zulick and Brienza) as Solicitor.

Motion passed unanimously.

Motion made and seconded to appoint Hanover Engineering as Engineer.

Motion passed unanimously.

Motion made and seconded to appoint Reinsel, Kuntz, Leshner, LLP as Auditor.

Motion passed unanimously.

MEETING DATES AND TIMES:

Motion made and seconded to establish the meeting dates and times as the first Monday of each month exceptions being the July meeting which will be held on Monday, July 10, 2023, and the September meeting which will be held on Tuesday, September 5, 2023. Time of the meeting will be 6PM.

Motion passed unanimously.

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 December meeting minutes as presented.

Motion passed unanimously with Jack DeMatos and Michael Shafer abstaining.

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.

CORRESPONDENCE COMMENTS:

None

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SOLICITOR'S REPORT:

The Solicitor's Report dated January 9, 2023, was presented by Solicitor Brienza.

Attorney Brienza reported that there is a meeting with Mt. Trexler Manor on 1/17 and he is hoping to have more information on the contribution agreement because no work can begin until this is finalized.

Solicitor Brienza noted that Tom Beil informed him that the sewer lateral inspection ordinance would likely be pushed off again until spring/summer.

Attorney Brienza informed the Authority that the Blue Ridge West development which started in 2008 is not quite complete. After several builders there are still a few vacant lots left. Back in 2010 the Board approved dedication of lines in Phase 2. Former Authority Engineer, Karl Schreiter, recommended a flushing program be put in place due to sags in the lines. We have a signed agreement and check from the developer for Phase 2. Phase 1 was approved pending a check and signed flushing agreement. There was never a motion of approval from the Board. Gary believes Karl issued the letter waiting for the check, but the check never came, therefore, the motion was never made. The issues are with dedication, payment and whether or not flushing/TV'ing was ever done in Phase 1,2, both, or neither. There are also issues with the locations of manholes. Some appear to not be built according to the plans. The developers never acquired easements before selling lots so now they will be required to go back and secure easements. One option would be to have the developer go back and flush and TV both phases at their expense since they never paid the check for the Phase 1 flushing program. The current developer cannot find any evidence that there was ever a signed agreement or check cut for Phase 1.

Jack DeMatos asked Gary if there is now a system in place to avoid this in the future? Gary said he believes there is.

ENGINEER'S REPORT:

Andy Bohl, PE, presented the Engineer's report dated January 6, 2023.

Mr. Bohl told the Authority that he submitted the H2O grant application for the north branch project. The DRBC will be awarding these grants in June or July 2023.

Mr. Bohl noted that Coopersburg had 3 exceedances at their meter station in December. 25/30 days they exceeded their allocation at the Plant. Their daily flows averaged around 700,000, their allocation is 500,000.

Mr. Bohl indicated that the contractor for the Oakhurst project has finally submitted some final documents for Andy to review.

Mr. Bohl told the Authority that he issued a review letter for laterals at Brinley Phase 2. They fixed all the issues that Andy had addressed with them.

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Mr. Bohl said that the Corporate Parkway project contractor began work this week. They installed the low-pressure portion but are having issues with PPL connecting the electric to the pump station.

Mr. Bohl also noted that he and Patrick revised the IPP form and cover letter and he's hoping to have them out by next week.

Mr. Bohl needs a motion tonight for a letter of credit payment submittal for Good Shepherd.

SUPERINTENDENT'S REPORT:

Mr. Lambert told the Authority that he spoke with Tom Beil regarding the rate study/tapping fee study, and this will be done in 2023. Patrick is hoping it can be reviewed in the fall.

Mr. Lambert informed the Authority that Lehigh Valley Truck Center has moved into the old Royal Truck location. They will need an IPP, and we need clarification on exactly what they are going to be doing at that location.

Mr. Lambert said that adoption of the sewer lateral ordinance has been pushed back by Tom Beil.

Mr. Lambert informed the Authority that the contractor is working on the SCADA system at Spring Valley Pump Station.

Mr. Lambert told the Authority that over the holiday break the Spring Valley Pump Station and the Plant had to run on alternate power for 1 ½ days.

Mr. Lambert said that he received a phone call from the facilities manager at Olympus, upset that he wasn't notified of the work that is being done in the easement next to their facility. A proper, signed agreement was obtained from Olympus before this work began.

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 \$789.28.

MOTION (S):

A motion was made and seconded to release the letter of credit to Good Shepherd Rehabilitation Hospital for sanitary sewer improvements in the sum of \$19,547.00. Ref: Hanover Engineering's letter dated 12/9/22.

Motion 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 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.

F. Jack asked Gary about the Coopersburg acquisition. Gary told him the cost of the study was included in the 2023 budget so he will speak with Tom Beil about getting a signed contract for Mr. Busch so this can proceed.

NEW BUSINESS:

Jack DeMatos welcomed the new Authority member, Michael Shafer.

ANNOUNCEMENTS:

The next scheduled meeting of the Authority will be Monday, February 6, 2023 @ 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 6:44 pm.

Respectfully submitted,

Zachary Karasek
Secretary