MAIDENCREEK TOWNSHIP AUTHORITY
August 12, 2009
MEETING MINUTES

Attending Board Members: Robert Shinn, Earl Rothermel, Patricia Hecker, Donald Keim and Ken Schnader

Also attending: Robert Hobaugh, Stevens & Lee, Greg Unger, SDE, Patrick Donovan, General Manager, and Tammy Deysher, Assistant Office Administrator.

Also in the audience, Tim Krall of Spotts, Stevens & McCoy, along with his representative, and Mr. & Mrs. Ellis, citizens of the Maidencreek Township and Diane Hollenbach, Manager of the Township.

Mr. Shinn called the August 12, 2009 meeting of the Maidencreek Township Authority to order at 6:01 PM at the Maidencreek Township municipal building.

PUBLIC COMMENT

Mr. & Mrs. Ellis would like to put a fence up in their yard at **335 Cassidy Court**. The fence would be on Maidencreek's 30' easement.

A motion was made by Ken Schnader, seconded by Pat Hecker to approve the request as long as the homeowners make the fence removable and also upon receipt of signing the necessary paperwork. All members present voted "Aye." Mr. Rothermel abstained from the vote due to personal reasons. Motion carried.

Diane Hollenbach presented the Board with a review for **Isimac**. Mrs. Hollenbach stated there will be no public utilities needed.

A motion was made by Ken Schnader, seconded by Earl Rothermel to **not submit review of Isimacs plan review**. All members present voted "Aye." Motion carried.

Diane Hollenbach also provided the Board with a plan for **Melrose Place C-4 and C-5.** Mr. Folino is putting in a restaurant but did not meet parking requirements. Mr. Folino ended up having to use a building lot for his parking lot. There is an existing water and sewer tap there. Mr. Unger recommends to approve and sign the review.

A motion was made by Ken Schnader, seconded by Earl Rothermel, based on the Engineer's recommendation to approve and sign the review. All members present voted "Aye." Motion carried.

PLAN REVIEW STATUS

James Hardie Stormwater Review – Mr. Unger submitted the storm water review for approval from the Board. Mr. Unger reviewed the plans and is pleased with what he sees. Mr. Unger would like a complete set of drawings for record purposes. Mr. Unger also recommended the Board approve the work to be accomplished conditional upon our letter tonight.

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A motion was made by Ken Schnader, seconded by Earl Rothermel, based on the Engineer's recommendation to approve and sign the review. All members present voted "Aye." Motion carried.

DEVELOPMENT CLOSE OUT STATUS

2009 Development Close Out List – SDE approved the as-built drawings for Shadow Ridge III and Heffner Tract.

APPROVAL OF MINUTES

A motion was made by Earl Rothermel, seconded by Ken Schnader, to approve the July 8, 2009 regular minutes of the Maidencreek Township Authority meeting as presented. Hearing no public comment, all members present voted "Aye." Motion carried.

NEW BUSINESS

1. Electricity Co-op – Mr. Donovan advised the Board we are waiting for the Co-op to solicit bids.

2. Authorization to purchase Hand Helds - Mr. Donovan advised the Board that it is time to purchase the new hand helds. The Authority needs to purchase two, at a cost of $13,000.00. The hand helds are patented items and can only be purchased from an authorized dealer.

A motion was made by Ken Schnader, seconded by Earl Rothermel to authorize the purchase of two hand helds at a cost of $13,000.00. All members present voted "Aye." Motion carried.

3. OTMA – Mr. Donovan submitted a draft review letter for the Board's review. The draft addressed a billing adjustment for 12 units that were not properly reported to the Authority. The letter also addressed recalculating the OTMA service charges. The Board did not act on the draft review letter, and felt that the Authority's Engineer should recalculate the OTMA service charge. (O & M Fees)

A motion was made by Ken Schnader, seconded by Earl Rothermel to have its professional engineer, Mr. Unger prepare a service charge calculation for OTMA using 2008 Actual Expenses. All members present voted "Aye." Motion carried.

4. Township Reimbursement – Mr. Donovan submitted a bill for payment to the Township for annual mowing fees. Mr. Donovan also asked the Board if the Authority could use the Township crew to help with Authority projects. Mr. Donovan presented the November 2008 Township Project List to the Board for their review

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A motion was made by Ken Schnader, seconded by Earl Rothermel to pay the bill and to authorize Mr. Donovan to use the Township crew when needed to perform all remaining work on the November 2008 Township Project List. All members present voted "Aye." Motion carried.

UNFINISHED BUSINESS

320 Main Street – Mr. Hobaugh advised the Board the connection agreement, service agreement and easement have been signed by the Shuman family. At this point the

Authority has not received a payment so a notice was sent for a lien which will take effect on August 24, 2009.

Esbenshades – Mr. Donovan advised the Board that the Authority received a check from Mr. Esbenshade for the additional tapping fees. The Board discussed this issue at length, but took no official action.

LEAK REDUCTION

NONE

SOLICITOR'S REPORT

Mr. Hobaugh submitted a written report.

ENGINEER'S REPORT

Mr. Unger submitted a written report.

Mr. Unger advised the **Scada Process Control** bid documents are nearing completion. The job will be put out to bid soon. The Authority will need to install a small pump and sewer line by Well #3 to run the system at variable rates.

MANAGER'S REPORT

Mr. Donovan submitted a written report.

PAYMENT OF BILLS

A motion was made by Earl Rothermel, seconded by Ken Schnader to pay all the bills at once. All members present voted "Aye."

A motion was made by Earl Rothermel, seconded by Ken Schnader to approve inter-account transfers, the payment of the July 2009 after meeting checks and the August 2009 Bill List in the amount of $101,989.95, the additional August 2009 Bill List submitted at the August 12, 2009 meeting in the amount of $22,129.98, to approve the

payment of the following from the Review Fee Accounts or billed directly to the Developer: the engineer's reimbursable expenses of $814.78, the solicitor's reimbursable expenses of $0.00. All members present voted, "Aye." Motion carried.

EXECUTIVE SESSION

An executive session was called to order at 7:38 PM to discuss personnel.

RECONVENED

The meeting was reconvened at 7:52 PM. The Board took the following action:

A motion was made by Earl Rothermel, seconded by Donald Keim to offer **full-time employment to Tammy Deysher** effective August 31, 2009.

The Board also directed the Manager to have all proper paperwork in place to document the absence of **Kelly Shade** from the workplace for therapy. No additional time off will be granted without the proper paperwork.

ADJOURNMENT

At 7:28 PM, a motion was made by Earl Rothermel, seconded by Ken Schnader to adjourn the meeting and it passed unanimously

Minutes are subject to change prior to the approval of the Maidencreek Township Authority.

Tammy L Deysher, Assistant Office Administrator – August 12, 2009

CC:
Authority Board
Patrick Donovan
SDE Inc.
Stevens & Lee
Kosmerl & Co
JoAnn Schaeffer
Board of Supervisors
Planning Commission
Roland & Schlegel
Maidencreek Township
Ontelaunee Township
Plant Operators