MAIDENCREEK TOWNSHIP AUTHORITY
July 14, 2010
MEETING MINUTES

Attending Board Members: Robert Shinn, Earl Rothermel, Donald Keim, and Ken Schnader. Pat Hecker was absent.

Also attending: Robert Hobaugh, Stevens & Lee, Tom Duffy, SDE, Patrick Donovan, General Manager and Tammy Deysher as recording secretary.

Mr. Shinn called the July 14, 2010 meeting of the Maidencreek Township Authority to order at 6:00 PM at the Maidencreek Township municipal building.

PUBLIC COMMENT

Sludge Bid Opening - Mr. Donovan advised the Board that SDE put out to bid the sludge haul contract. A bid form was presented to the Board and attached to these minutes. Mr. Donovan is recommending that SDE be given permission to issue an *Intent to Award* to the lowest bidder, Potty Queen, based upon SDE'S review of all the documents. Mr. Unger informed Mr. Donovan that the contract should be awarded on an annual basis, with the option to renew in year two and three.

A motion was made by Earl Rothermel, seconded by Ken Schnader based on SDE's recommendation to authorize the award of the sludge disposal contract to Potty Queen, and the contract will be awarded on an annual basis, with the option to renew in year two and three, and after SDE reviews the bid and is satisfied that everything is in order, may award the contract to the lowest most qualified bidder which is Potty Queen. All members present voted "Aye." The motion carried.

PLAN REVIEW STATUS

Villa at Maidencreek- No action required.

Excelsior Industrial Park Dedication – Mr. Donovan advised the Board that Matt Dole from Boyd and Karver stated that the Attorney for Giorgio, Mr. Koch, appears to be satisfied with all the documents and that he forwarded all the documents to Dr. Hanna for his review.

Crossings at Maidencreek – Mr. Hobaugh received a letter of credit from Mr. Corrado of Crossings at Maidencreek. However, there are issues with Mr. Corrado's insurance coverage:

1. Mr. Corrado does not have an owner's protective policy which insures product on the ground and also water & sewer pipes. Mr. Corrado will have $483,000.00 of piping and grinder pumps.

2. Mr. Corrado has insufficient auto coverage. MTA requires one million and two million for property. Mr. Corrado combined is only insured for one million which means the property is covered but with no bodily damage.

3. Mr. Corrado does not have a contractor contingent liability as well. This is so if Mr. Corrado has sub-contractors or excavation or collapse underground if there is going to be any blasting.

Mr. Corrado has a separate policy for builders risk but does not have additional insurance. The additional insurance names MTA officers, employees, and consultants on the additional insurance. Mr. Shinn stated he would like Mr. Corrado to have the additional insurance needed to move forward.

A motion was made by Ken Schnader, seconded by Earl Rothermel to authorize officers to sign Improvement Agreements in between meetings, if the professional staff is satisfied that all existing insurance conditions are met. All members present voted "Aye." Motion carried.

DEVELOPMENT CLOSE OUT STATUS

Melrose Place – Mr. Donovan advised he submitted the as-built plans to SDE to review.

APPROVAL OF MINUTES

A motion was made by Earl Rothermel, seconded by Ken Schnader to approve the June 9, 2010 minutes of the Maidencreek Township Authority meeting and the minutes of June 29, 2010 special meeting. All members present voted "Aye." Motion carried.

NEW BUSINESS

1. Approval of the July 2010 Shut off List –

A motion was made by Earl Rothermel , seconded by Donald Keim to approve the July 2010 shut off list. All members present voted "Aye." Motion carried.

2. Correspondence from customer concerning 10% penalty - Mr. Donovan advised a customer of MTA stated she was not receiving her bills and getting penalties for it. MTA has already provided a one time penalty removal, which is MTA's policy. Jo Ann sent a certificate of mailing with MTA'S schedule for billing to the resident.

Mr. Donovan advised MTA is having problems with the post office. Customers are not getting their bills and some mail has been lost through the post office. Mr. Donovan is suggesting giving tow waivers for late charges if the customer claims they did not receive a bill.

The Board is satisfied with the existing policy and believes our current policy is fair. The Board directed the General Manager to send a certified letter to the customer outlining the Board's position on this matter.

LEAK REDUCTION

None

SOLICITOR'S REPORT

Mr. Hobaugh submitted a written report.

ENGINEER'S REPORT

Well #2 Groundwater Rule Compliance - Tom Duffy of SDE advised the water modeling at Well #2 is ongoing. Mr. Donovan stated Well # 2 is currently off and does not meet state requirements. Mr. Donovan is recommending SDE bid the chlorine contact pipe and the replacement of all cast iron pipe going to the old water tank and to disconnect the old water tank piping from the system.

Mr. Shinn stated to get separate costs to 1) increase the chlorine contact tank piping at Well # 2, and 2) to replace all six inch pipe going to the old water tank structure and to disconnect the old water structure from the system. The Board will then evaluate what work will be awarded.

MANAGER'S REPORT

Mr. Donovan submitted a written report.

Mr. Donovan advised the Board that there is a profit and loss statement that will be provided to the Board at the monthly meetings. The MTA auditor required that the Board be given a monthly profit and loss statement.

PAYMENT OF BILLS

A motion was made by Donald Keim, seconded by Ken Schnader to pay all the bills at once and Ken Schnader, seconded by Earl Rothermel to pay the bills and to approve inter-account transfers, the payment of the June 2010 after meeting checks and the July 2010 Bill List in the amount of $116,034.80, and also the additional July 2010 Bill List submitted at the July 14, 2010 meeting in the amount of $36,926.64 to approve the payment of the following from the Review

Fee Accounts or billed directly to the Developer: the engineer's reimbursable expenses of $1,359.55, the solicitor's reimbursable expenses of $2,019.30. All members present voted, "Aye." Motion carried.

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MEETING MINUTES

EXECUTIVE SESSION

An executive session was called to order at 6:35 PM to discuss Personnel Issues.

The regular meeting reconvened at 7:08pm.

A motion was made by Earl Rothermel, seconded by Donald Keim to limit the solicitor's fees to $2000.00 per month, which does not include pass through to the developer. Additional Stevens & Lee costs will not be included in the above $2000.00, but will be evaluated monthly by the Board. All members present voted, "Aye." Motion carried.

ADJOURNMENT

A motion was made by Earl Rothermel, seconded by Donald Keim to adjourn the meeting at 7:11 PM.

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

Tammy L Deysher, Assistant Office Administrator – July 14, 2010

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