MAIDENCREEK TOWNSHIP AUTHORITY

Regular Meeting Minutes
January 9, 2013

Attending: Robert Shinn, Earl Rothermel, Gary Saggio, Daniel Novakovich, Kim Rossetti- Recording Secretary, Patrick Donovan- MTA Manager, Robert Hobaugh- Stevens & Lee/ MTA Solicitor, Greg Unger- Systems Design Engineering, Inc./ MTA Engineer

Absent: None.

Guests: Tom Duffy- Systems Design Engineering, Inc., Cody Rhoads, Diane Hollenbach- Maidencreek Township Manager, Joseph Rudderow, III, Maidencreek Township Supervisor

Chairman, Robert Shinn, called the Regular meeting to order at 6:52 PM.

PUBLIC COMMENT:
None.

PLAN REVIEW STATUS:

Village at Summit Crest
Mr. Hobaugh reported that the developer's attorney has asked for the standard Deed of Easement form. Mr. Hobaugh will update the form and expects to have the returned documents by the February meeting.

Crossing at Maidencreek
Patrick Donovan reported that the papers have been returned to the conflict attorney. Mr. Donovan added that the conflict attorney would also be working with the Township Solicitor on this matter.

DEVELOPMENT CLOSEOUT STATUS:

Melrose Place
Mr. Hobaugh recommended accepting and signing the Deeds of Easement signed by The Cipa's and The Novakovich's rather than continue to wait for an update from the developer. He presented the Deeds for the Chairman and Secretary to sign.

Motion:
Gary Saggio made a motion to accept the Deeds of Easement for the property of Gary and Susan Cipa and the property of Daniel and Sharon Novakovich, and authorize the Chairman and Secretary to sign them, seconded by Earl Rothermel. Having no further discussion, the board voted on the motion. Mr. Rothermel, Mr. Saggio, Mr. Shinn and Mrs. Rossetti voted 'Aye'. Mr. Novakovich abstained from the vote. The motion passed.

APPROVAL OF PRIOR MEETING MINUTES:

Motion:
Earl Rothermel made a motion to approve the December 12, 2012 Regular Meeting minutes, seconded by Gary Saggio. Hearing no questions, the motion passed unanimously.

NEW BUSINESS:

Approval of the Shut-Off List, January 2013

The Board reviewed the Shut-Off List.

Motion:

Earl Rothermel made a motion to approve the January 2013 Shut-Off list, seconded by Gary Saggio. Hearing no questions, the motion passed unanimously.

2013 Donations

Blandon Fire Company

Motion:

Earl Rothermel made a motion to make a charitable donation to the Blandon Fire Company in the amount of $500, seconded by Kim Rossetti.

Gary Saggio reminded the Board that the Authority paid for the water line repair/replacement in lieu of the monetary contribution.

There was a Call to Question. Hearing no further discussion, the Board voted on the motion. Mr. Shinn, Mr. Rothermel, Mr. Saggio, Mr. Novakovich and Mrs. Rossetti voted 'Nay'. The motion failed.

Blandon Ambulance Association

Motion:

Gary Saggio made a motion to make a charitable donation to the Blandon Ambulance Association in the amount of $500, seconded by Earl Rothermel. Hearing no questions, the motion passed unanimously.

Blandon Fire Police

Motion:

Earl Rothermel made a motion to make a charitable donation to the Blandon Fire Police in the amount of $300, seconded by Gary Saggio. Hearing no questions, the motion passed unanimously.

Berks County Conservancy

Motion:

Kim Rossetti made a motion to make a charitable donation to the Berks County Conservancy, from the previously budgeted Stream Improvement Project, in the amount of $500, seconded by Gary Saggio. Hearing no questions, the motion passed unanimously.

UNFINISHED BUSINESS:

Excess Use Letter

Tabled until the February 2013 meeting.

Home Occupation

Tabled until the February 2013 meeting.

LEAK REDUCTION:

None.

SOLICTOR'S REPORT:

Mr. Hobaugh provided the Board with a written summary report prior to the meeting. Mr. Hobaugh updated the Board with the new thresholds for public bids ($18,900) and telephonic bids ($10,200) and the new State legislation relating to E-verify and immigration issues.

ENGINEER'S REPORT:

Mr. Unger provided the Board with a written summary report prior to the meeting and did not have any additional updates.

AUTHORITY MANAGER'S REPORT:

Personnel

Mr. Donavan reported that he has received and reviewed many resumes; they are ready for the Personnel Committee to review. Earl Rothermel and Kim Rossetti were assigned to review the resumes.

Patricia Hecker

Mr. Donovan advised the Board that Mrs. Hecker was involved with the Authority for 39 years. The Board discussed ways to honor her many years of service to the Authority.

Motion:

Earl Rothermel made a motion to authorize the General Manager to prepare a formal document highlighting Patricia Hecker's significant events with the Authority, seconded by Kim Rossetti. Hearing no questions, the motion passed unanimously.

OFFICE ADMINSTRATOR BUSINESS:

Reduction Letters

None

Inter-Account Transfers (Approval and Release)
Bills- (Approval and Release)
Solicitor's Reimbursable Expenses
Engineer's Reimbursable Expenses

Motion:

Earl Rothermel made a motion to approve the Account Transfers, Bill Payments, Solicitor's Expenses and Engineer's Expenses all at one time, in one motion, seconded by Kim Rossetti. Hearing no questions, the motion passed unanimously.

Motion:

Earl Rothermel made a motion to approve the following transactions:

Transfer funds -	None.
Payment of Bills -	January 4, 2013 bill list totaling $91,237.57.
	January 9, 2013 bill list totaling $45,817.58.
Solicitor's Reimbursable Expenses -	January 4, 2013 bill list totaling $2,469.90 billed directly to the developer or paid from Escrow Funds.
Engineer's Reimbursable Expenses-	January 4, 2012 bill list totaling $281.11, billed directly to the developer or paid from Escrow Funds.

seconded by Gary Saggio. Hearing no questions, the motion passed unanimously

CORRESPONDENCE:
None.

COMMENTS FROM THE CHAIRMAN:
None.

EXECUTIVE SESSION:
Mr. Shinn advised the Board that a short Executive Session is needed to discuss Real Estate. The Board moved to Executive Session at 7:28pm to discuss Real Estate matters. The Board adjourned from Executive Session at 8:08pm, reconvened in Regular Session, and took the following actions:

Office Rent

Motion:

Earl Rothermel made a motion to authorize the Solicitor resolve the lease terms and, on satisfaction of the parties, to have the appropriate officers of the Authority sign the lease before the February board meeting, seconded by Daniel Novakovich. Hearing no questions, the motion passed unanimously.

ADJOURNMENT
Having no further business, Kim Rossetti made a motion to adjourn the meeting, seconded by Gary Saggio. Hearing no questions, the motion passed unanimously.

The meeting adjourned at 8:13 PM.
The next meeting will be Wednesday, February 13, 2013 at 6:30pm.

Respectfully Submitted,

Kimberly Rossetti
Recording Secretary

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

cc: Maidencreek Township Authority Board
Patrick Donovan, Maidencreek Township Authority General Manager
Greg Unger, Systems Design Engineering, Inc., MTA Engineer
Robert Hobaugh Jr., Esq., Stevens & Lee, MTA Solicitor
JoAnn Schaeffer, Maidencreek Township Authority Secretary
Maidencreek Township Authority Plant Operators
Maidencreek Township Board of Supervisors
Maidencreek Township Planning Commission
Eugene Orlando, Esq., Orlando Law Firm, Solicitor
Diane Hollenbach, Maidencreek Township Manager
Ontelaunee Township
Kosmerl & Company