MAIDENCREEK TOWNSHIP AUTHORITY

Regular Meeting Minutes
February 13, 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: Keith Biers- Myers & Bell, Tom Duffy- Systems Design Engineering, Inc., Diane Hollenbach- Maidencreek Township Manager

Chairman, Robert Shinn, called the Regular meeting to order at 6:35 PM.

RESOLUTION 1-2-2013

The Board reviewed the Resolution acknowledging Patricia Hecker's contributions during her 39 years with the Maidencreek Township Authority.

Motion

Gary Saggio made a motion to adopt Resolution 1-2-2013, seconded by Earl Rothermel. Hearing no questions, all voted in favor. The motion passed.

INSURANCE OVERVIEW

Keith Biers, insurance agent with Myers & Bell, gave a presentation to the Board of all insurance coverage and premium costs. Mr. Biers requested a copy of the new lease agreement for their records.

PUBLIC COMMENT

None.

PLAN REVIEW STATUS

Village at Summit Crest

Robert Hobaugh reported the developer's attorney has sent forms of the Bill of Sale, other corporate documents, and linear descriptions for the as-builts. Mr. Hobaugh requested additional information that was not included in the submitted documents. Greg Unger reported that he is reviewing the documents and will have a report for the March meeting.

Crossing at Maidencreek

Mr. Hobaugh provided a background of the plan for the Board. Patrick Donovan reported that Karen Cook sent an affidavit for signatures regarding the developer's default of the Improvement Agreement for phases 2 and 3. Mr. Novakovich requested Mr. Donovan inquire about removing a paragraph from the Masano & Bradley engagement letter.

Motion
Dan Novakovich made a motion to authorize the Chairman and Secretary to sign the affidavit, seconded by Earl Rothermel. Having no further discussion, all voted in favor. The motion passed.

DEVELOPMENT CLOSEOUT STATUS

Melrose Place
Mr. Donovan reported that the Easements were recorded and distributed to the owners.

APPROVAL OF PRIOR MEETING MINUTES

Motion
Earl Rothermel made a motion to approve the January 9, 2013 Reorganization minutes, seconded by Gary Saggio. Hearing no questions, the motion passed unanimously.

Motion
Dan Novakovich made a motion to approve the January 9, 2013 Regular Meeting minutes, seconded by Earl Rothermel. Hearing no questions, the motion passed unanimously.

NEW BUSINESS

Patricia Hecker
The Board set a date for Mrs. Hecker's recognition dinner.

UNFINISHED BUSINESS

Excess Use Letter
Tabled until the March 2013 meeting.

Home Occupation
Tabled until the March 2013 meeting.

LEAK REDUCTION

None.

SOLICTOR'S REPORT

Mr. Hobaugh provided the Board with a written summary report prior to the meeting. Mr. Hobaugh recommended Ms. Cook be contacted regarding the developer's personal bankruptcy filing. He reported that PMRS is willing to approve the changes and the new agreement should be in by the March meeting.

ENGINEER'S REPORT

Mr. Unger provided the Board with a written summary report prior to the meeting. Mr. Unger stated he is working with Mr. Donovan on the 2013 project and maintenance list and reviewing the Village at Summit Crest documents.

AUTHORITY MANAGER'S REPORT

Mr. Donavan provided the Board with a written summary report prior to the meeting and had nothing further to add.

OFFICE ADMINSTRATOR BUSINESS

Reduction Letters

None

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

Mr. Novakovich requested descriptive explanations in the professional staff invoices. He also requested format changes to the administrative agenda and bill lists to streamline the bill review process.

Motion

Earl Rothermel made a motion to approve the Bill Payments, Solicitor's Expenses and Engineer's Expenses all at one time, in one motion, seconded by Gary Saggio. Hearing no questions, all voted in favor. The motion passed.

Motion

Earl Rothermel made a motion to approve the following transactions:

Payment of Bills -	January After-meeting checks and February 8, 2013 bill list totaling $116,187.87. February 13, 2013 bill list totaling $31,131.42.
Solicitor's Reimbursable Expenses -	February 8, 2013 bill list totaling $498.80 billed directly to the developer or paid from Escrow Funds.
Engineer's Reimbursable Expenses-	February 8, 2013 bill list totaling $42.70, billed directly to the developer or paid from Escrow Funds.

seconded by Gary Saggio. Hearing no questions, all voted in favor. The motion passed.

CORRESPONDENCE

None.

COMMENTS FROM THE BOARD

Mr. Novakovich will provide Mr. Donovan with the contact information he has regarding management training courses.

EXECUTIVE SESSION

Mr. Shinn advised the Board would meet in an Executive Session. The Board moved to Executive Session at 8:20pm to discuss Personnel matters. Mr. Shinn excused himself from the room while the remaining Board members discussed Personnel matters with Mr. Donovan. After the Board completed their discussion, Mr. Shinn returned to the Executive Session and was advised of the Boards decision. The Board adjourned from Executive Session at 9:01pm, reconvened in Regular Session, and took the following actions:

Personnel

Motion

Earl Rothermel made a motion to recommend an offer of employment to Christopher Shinn and authorize the Manager to begin the process of hiring, contingent upon the resignation of Mr. Robert Shinn, as Chairman and MTA Board Member, who will offer his resignation once Mr. Christopher Shinn has been given a start date of employment, seconded by Dan Novakovich.

Hearing no further discussion, the Secretary polled the Board Members:
Mr. Saggio- Aye, Mr. Rothermel- Aye, Mr. Shinn- Abstain, Mrs. Rossetti- Aye,
Mr. Novakovich- Aye. The motion passed with 4 Ayes and 1 Abstention.

The Board agreed to meet again on Wednesday, February 20, 2012, at 1pm and directed the Manager to advertise the meeting.

ADJOURNMENT

Having no further business for the evening, Kim Rossetti made a motion to adjourn the meeting, seconded by Dan Novakovich. Hearing no questions, all voted in favor. The motion passed.

The meeting adjourned at 9:06 PM.
The next meeting of the Board will be Wednesday, February 20, 2013 at 1:00pm.
The next Regular Meeting will be on March 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