Maidencreek Township Authority
August 14, 2013

Present: Earl Rothermel, Karl Bolognese, Kimberly Rossetti, Daniel Novakovich, Marie Coraluzzi, Patrick Donovan – General Manager, Mark Kitzmiller – Systems Design Engineering, Inc., Daniel Becker – Kozloff Stoudt and Diane Hollenbach – recording secretary

Earl Rothermel called the August 14, 2013 meeting of the Maidencreek Township Authority to order at 11 a.m. in the Maidencreek Township Municipal Building and asked everyone to rise for the Pledge of Allegiance to the Flag.

PUBLIC COMMENT
Diane Hollenbach updated the Board on the acquisition of real estate.

PLAN REVIEW STATUS
Village at Summit Crest Phase 3 – Patrick Donovan reported that the developer is interested in connecting to the public water system. At 2 p.m. today, the Blandon Fire Company is performing a fire flow test on Hill Road at the TreeTops Subdivision. No action was taken on the plan.

Custom Milling and Consulting Warehouse – Mark Kitzmiller of Systems Design Engineering Inc. (SDE), distributed and reviewed the Custom Milling and Consulting Warehouse Preliminary/Final Land Development Plan review letter with the Board. No connection to public water or sewer is proposed. The Maidencreek Township Planning Commission supports a waiver of the water resource study, since one was completed for the original land development plan when Custom Milling first occupied the site, and the current plan supports best management practices for ground water recharge. No action was needed on the plan.

Crossings at Maidencreek – Mark Kitzmiller distributed and reviewed the Crossing at Maidencreek Revision to a Plan of Record review letter with the Board. This fifty lot subdivision is being revised to retain ten lots along Hill Road and erase the remainder of the lots due to the FDIC closure of NOVA Bank and cancellation of the letter of credit posted for the project. Mr. Kitzmiller reported that this plan negates the need for the stop gap measures needed for Phases 2 and 3 when construction stopped.

A motion was made by Kim Rossetti to approve the Crossings at Maidencreek Revision to the Plan of Record. Karl Bolognese seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

Patrick Donovan stated that he would like a bill of sale for the improvements installed in Hill Road. Dan Becker of Kozloff Stoudt advised that the Authority should continue to use their conflict attorney in this matter, since he had been representing John Sharman, the owner of nine lots along Hill Road in the Subdivision.

DEVELOPMENT CLOSEOUT STATUS

Melrose Place – A few of the third party water and sewer easements have been recorded and Jill Nagy, attorney for the developer, Marco Folino, has prepared five to six other easements and is working on getting them signed and recorded. The Authority should receive title insurance on the easements submitted by the developer by the September meeting. Dan Becker explained that title insurance ensures there are no liens or encumbrances on the lines. Once the Authority has accepted the lines and all the punch list items have been addressed, the Improvement Agreement will convert to a Maintenance Agreement and the Authority should hold fifteen percent of the escrow account for eighteen months. At the end of that period, the final dedication occurs and the Maintenance Period ends.

Village at Summit Crest, Phase 1 & 2 – SDE is working to finalize the as built plans with the developer.

APPROVAL OF THE MINUTES

A motion was made by Daniel Novakovich to waive the reading of the minutes and approve the July 10, 2013 minutes as presented. The motion was seconded by Karl Bolognese. Hearing no questions, all members voted, "Aye." Motion carried.

NEW BUSINESS

Giorgio Food Sewage Plant Upgrade – Patrick Donovan reported that he has sent a letter outlining the conditions that need to be met if Giorgio Foods wants to move forward with discharging their sewage to the Maidencreek Township Authority Treatment Plant while the Giorgio sewage treatment facility is upgraded.

Board Meeting Security – The Authority Board discussed their concerns with security in the office and at meetings in light of the recent shooting in Monroe County. Diane Hollenbach agreed to contact the managers of other municipalities to find out what they are doing.

Glatfelter Insurance Response – Patrick Donovan reviewed some of the recommendations made by the insurance company with the Board. He has asked for the procedure and forms for obtaining employee driving records. Mr. Donovan had an independent review completed on the risk of lightning strikes and their reduction and met with Keystone Insurance, the equipment suppliers and the independent inspector. The recommendation has come back to install lightning protectors, grounding and surge protectors. The consultant suggested the issues could have been caused by surges from the electric company and not lightning.

Well #6 – The Board agreed that the appropriate name for the parcel of land being purchased is Well #6.

UNFINISHED BUSINESS

Pension Plan Six Month Probation Period Changes – Mr. Donovan reported that he had received a letter from PMRS, the organization that administers the Authority's pension. The letter is not simple and he will be calling PMRS for an explanation of their reply.

Administrative Fee Payment Plans – Tabled.

Excess Use Letters – Mr. Donovan reported that he is reviewing the minutes of the Board of Standards. Some old customers were charged for additional EDUs in the past and these must be accounted for in their present use. Mr. Donovan will update the Board on his findings when he has reviewed all the minutes.

Home Occupation – Tabled.

LEAK REDUCTION REQUESTS

726 Golden Drive, Blandon – A motion was made by Kim Rossetti to grant the property owner's request from 726 Golden Drive, Blandon for a one time leak reduction in accordance with the Authority's established policy. Karl Bolognese seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

513 Main Street, Blandon - A motion was made by Kim Rossetti to grant the property owner's request from 513 Main Street, Blandon for a one time leak reduction in accordance with the Authority's established policy. Daniel Novakovich seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

SOLICITOR'S REPORT - All items were discussed previously in the meeting.

ENGINEER'S REPORT

Treatment Plant Oxidation Ditch Maintenance Project - The project was awarded to Eastern Environmental Contractor for a base bid of $298,785. It is one third complete.

Well #2 Source Water Protection – Mark Kitzmiller reported that the detention basin on MBR's property is a possible contamination source and SDE has developed and put out for proposals a remediation plan to clay line the basin. Four contractors responded to the request for proposal – two that they were too busy to do the job and two provided quotes. Paul Angst of Pine Grove quoted a price of $18,300 to line the basin with a synthetic material and $18,700 to install an 18 inch bulk clay liner. M & A Excavating quoted the 18 inch bulk clay liner only at a cost of $17,055.62.

A motion was made by Daniel Novakovich to award the contract for the Well #2 source water protection to M & A Contracting at a cost of $17,055.62. Karl Bolognese seconded the motion. The Chair asked for questions on the motion and Daniel Becker asked if performance bonds were in place for the work. Hearing no further questions on the motion, all members voted,

"Aye." Motion carried. Mr. Becker recommended that performance bonds should be a part of all contracts moving forward.

Well#6 – Mr. Kitzmiller distributed the Phase 1 Environmental Study of the Well #6 property and will have 3 sealed copies of the plan delivered to the Township Authority. The Phase 1 Environmental Study showed that there was a low probability of contamination.

MANAGER'S REPORT

Guldin Road Sinkhole – Patrick Donovan updated the Board on the repair of a sinkhole under the sewer line near the intersection of Guldin Road and Villa Circle. The sewer pipe had cracked and sunk. The area was excavated, the pipe replaced with ductile iron pipe and the hole filled with slurry and stone. It appears that the original pipe trench may have had a sinkhole and it was filled with nonvirgin stone. Cost of this emergency repair is estimated between $10,000 and $15,000.

REDUCTION LETTERS – None

PAYMENT OF BILLS

A motion was made by Daniel Novakovich to pay all the bills with one motion. Kim Rossetti seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

A motion was made by Daniel Novakovich to authorize the payment of the July Bill List - $21,009.13, Construction in Progress - $2,533.81, Reimbursable Expenses Paid by Developers - $1,283.81, Payroll Transfer from Operator Acct -$30,337.51, Validate Checks Signed Between Meetings - $10,849.89, Special Checks Requiring Special Handling - $61,627.76, Additional Checks after Board Book Delivery - $6,586.75 and Solicitor's Reimbursable Expenses - $93.00. Kim Rossetti seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

Having no further business the meeting was adjourned at 12:30 p.m. The Board held an executive session from 1p.m. to 1:45 p.m.

Respectfully Submitted,

Diane Hollenbach
Recording Secretary
Minutes are subject to change prior to approval of the Maidencreek Township Authority.

cc:
Maidencreek Township Authority Board
Patrick Donovan, MTA General Manager
Greg Unger, Systems Design Engineering, Inc.
Daniel Becker, Kozloff Stoudt, MTA Solicitor
JoAnn Schaeffer, MTA 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