Maidencreek Township Authority
October 9, 2013

Present: Earl Rothermel, Karl Bolognese, Daniel Novakovich, Marie Coraluzzi, Jill Felker, Patrick Donovan – General Manager, Gregory Unger – Systems Design Engineering, Inc., Daniel Becker – Kozloff Stoudt and Diane Hollenbach – recording secretary

Earl Rothermel called the October 9, 2013 meeting of the Maidencreek Township Authority to order at 11:05 a.m. in the Maidencreek Township Municipal Building and asked everyone to rise for the Pledge of Allegiance to the Flag. Jill Felker was sworn in as an Authority Board Member.

BOARD POSITIONS

A motion was made by Karl Bolognese to appoint Board Members to the following positions: Earl Rothermel as Chairman, Karl Bolognese as Vice Chairman, Dan Novakovich as Secretary Treasurer, Marie Coraluzzi as Secretary Treasurer I, and Jill Felker as Secretary Treasurer II. Dan Novakovich seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

PUBLIC COMMENT

Earl Rothermel announced that an executive session was held on September 30, 2013 to discuss personnel issues.

PLAN REVIEW STATUS

Village at Summit Crest Phase 2 and 3 – Dan Becker reported some title insurance is needed on the easements but Phase I and II Bill of Sale for the sewer lines should be completed in the next two months. Chris Bradley, developer of the project, submitted three copies of the sewer as built plans at the meeting. Pamela Stevens of Systems Design Engineering will contact Scott Miller as to whether she wants the as built plans as a CAD or PDF file format.

Mr. Bradley stated that he is looking at tank locations for Phase III and would like to connect the proposed third phase to the Maidencreek Township Authority's system via Acer Drive.

Crossings at Maidencreek – Dan Becker reminded the Board that he is still attorney for Henry Inc., one of the property owners in the Crossing at Maidencreek Subdivision. The conflict attorney, Karen Cook, has indicated that the stub road, which contains water and sewer lines is owned by Corrado Development and ultimately by the FDIC. There is no easement for the lines. The lines add value to the property owned by the bank but if access and use of the lines by the owners of lots 2 and 3 becomes an issue at a future time, the Authority can take action to connect the lots via Hill Road or condemn an easement for the lines on Caboose Lane. Nothing precludes the General Manager from issuing a permit to connect to the water & sewer laterals if a building permit application is received.

DEVELOPMENT CLOSEOUT STATUS – Nothing to report.

APPROVAL OF THE MINUTES
A motion was made by Marie Coraluzzi to waive the reading of the minutes and approve the September 11 and September 25, 2013 minutes as presented. The motion was seconded by Daniel Novakovich. Hearing no questions, all members voted, "Aye." Motion carried.

NEW BUSINESS
October Shut Off List
A motion was made by Marie Coraluzzi to approve the October 2013 Shut Off List. Karl Bolognese seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

UNFINISHED BUSINESS
Administrative Fee Payment Plans
A motion was made by Karl Bolognese to remove the Administrative on Payment Plans from the Authority agenda. Dan Novakovich seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

Certificates of Deposit
A motion was made by Dan Novakovich to confirm that the terms of the certificates of deposit held by the Authority do not exceed five years. Karl Bolognese seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

Pension Plan Six Month Probation Period Changes – Tabled

Excess Use Letters – Tabled

Home Occupation – Tabled.

LEAK REDUCTION REQUESTS
313 Sooner Lane, Blandon – The Board instructed the General Manager to work with the resident to set up a payment plan if needed. This property owner has already had one leak reduction.

SOLICITOR'S REPORT – Mr. Becker had nothing further to report.

ENGINEER'S REPORT – Mr. Unger reported that the basin at Well #2 has been relined and the oxidation ditch project at the Sewage Treatment Plant is completed.

MANAGER'S REPORT - The manager reported a water main was repaired on Route 73. Dan Novakovich asked that the Goals and Objective list be update monthly and distributed to the Board. A thank you note was received from Joann Schaeffer for the fruit basket sent by the Authority during her injury.

REDUCTION LETTERS – None

PAYMENT OF BILLS

A motion was made by Daniel Novakovich to pay all the bills with one motion and authorize the following payments: Routine Bill List - $42,481.76, Payroll Transfer from Operator Acct - $31,680.54, Validate Checks Signed Between Meetings - $270.70, Special Checks Requiring Special Handling - $15,349.88, Additional Checks after Board Book Delivery - $38,991.66, Solicitor's Reimbursable Expenses - $1,019.00 and Engineer's Reimbursable Expenses - $946.00. Jill Felker seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

Pension Quarterly Report

A motion was made by Karl Bolognese to authorize the Pension Administrator to sign the Pension Quarterly Report. Marie Coraluzzi seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

Account Changes

A motion was made by Dan Novakovich to authorize all the Board Members to be added as signatories on the Authority's bank accounts and sign the signature cards. Earl Rothermel seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

An executive session was held from 12:00-12:05 for personnel issues.

Having no further business, the meeting was adjourned at 12:05 p.m. upon a motion by Karl Bolognese and a second by Dan Novakovich.

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