Maidencreek Township Authority
November 13, 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 November 13, 2013 meeting of the Maidencreek Township Authority to order at 11:00 a.m. in the Maidencreek Township Municipal Building and asked everyone to rise for the Pledge of Allegiance to the Flag.

PUBLIC COMMENT - None
PLAN REVIEW STATUS
Village at Summit Crest Phase 2 and 3 – No action.

Crossings at Maidencreek

A motion was made by Dan Novakovich to send a letter to John Sharman stating that the Maidencreek Township Authority is willing to take action to secure water and sewer easements along the undedicated street, Station Drive, between Lots 2 and 3 if the owner of the land would contest the lot owner's ability to connect to the water and sewer lines in Station Drive. The motion was seconded by Karl Bolognese. Hearing no questions, all members voted, "Aye." Motion carried.

DEVELOPMENT CLOSEOUT STATUS
Crossings at Maidencreek - The bill of sale has been executed.

APPROVAL OF THE MINUTES
A motion was made by Karl Bolognese to waive the reading of the minutes and approve the October 9, 2013 minutes as presented. The motion was seconded by Marie Coraluzzi. Hearing no questions, all members voted, "Aye." Motion carried.

NEW BUSINESS
Local Services Tax Exemption – The Board members were asked to review and sign the exemption forms for the LST tax.

2014 Budget – Mr. Donovan reported that the amount of accounts has increased but water usage is decreasing and distributed an updated report on future tapping fees. No rate increase is proposed. Capital Improvements that may be brought to the Board in the next five years include a dewatering building, safety equipment, screening room heaters, removal of buildings at Well #6, cleaning the stream from Dries Road to the sewage treatment plant and a vehicle for use by the office. Dan Novakovich requested a detailed cost analysis on the dewatering building project and the payback period. The Board went into executive session from 12:15 to 12:45pm to discuss personnel.

A motion was made by Dan Novakovich to give an increase of $1.50 per hour to the General Manager and accept the increases for the rest of the staff as proposed by the General Manager. The motion was seconded by Karl Bolognese. Hearing no questions, all members voted, "Aye." Motion carried.

Well #6 – Mr. Donovan reported that he is getting three quotes for removal of asbestos shingles. Jill Felker asked if the Fire Company could use the building for fire training. Patrick Donovan stated that he had checked with the Fire Chief and fire companies are no longer allowed to do this. Mr. Donovan will try to market the barn demolition and the Township is willing to take down the other buildings. Berks Transfer can supply dumpsters at $66 per ton and believes that there is less than 100 tons of demolition material. Greg Unger will obtain a proposal to locate potential well sites prior to a master plan being developed.

A motion was made by Dan Novakovich to authorize the Township Road Crew to perform whatever demolition work they are able to do at their proposed rates. The motion was seconded by Jill Felker. Hearing no questions, all members voted, "Aye." Motion carried.

Change to Meeting Day for 2014

A motion was made by Dan Novakovich to change the meeting date of the Maidencreek Township Authority in 2014 to the 2nd Thursday of the month at 11 am. The motion was seconded by Marie Coraluzzi. Hearing no questions, all members voted, "Aye." Motion carried.

LEAK REDUCTION REQUESTS

Metropolitan Management – The General Manager explained that in February a pressure reducing valve was replaced in the Metropolitan Management meter pit. The meter must have been bumped because it had to be read manually in April and July. Because of condensation on the meter window, the meter reader mistook a 7 for a 2. The automatic read was repaired on the meter and the October reading was correct and resulted in a large bill. The bill is correct. The water from when the pressure reducing valve was repaired did flow through the meter. Mr. Becker informed the Board that Jill Nagy, attorney for Metropolitan Management called him and the customer believes that the Authority has made a mistake. The Board agreed that Mr. Becker should notify Metropolitan Management the bill must be paid, interest will accrue on unpaid amounts and a lien will be filed. Metropolitan Management may request a leak reduction per the Maidencreek Township Authority's established policy.

UNFINISHED BUSINESS

Pension Plan Six Month Probation Period Changes – Tabled

Excess Use Letters – Tabled

Home Occupation – Tabled.

SOLICITOR'S REPORT – Mr. Becker reported that the settlement was completed on 257 Main Street. The Board members asked for a walk thru of the property. The title work has been ordered for the Melrose Place easements and he hoped to have the Village at Summit Crest easements resolved by the December meeting.

ENGINEER'S REPORT – Mr. Unger reported that the oxidation ditch maintenance project has been completed with one change order. The total cost of the project was $343,993.65.

A motion was made by Karl Bolognese to approve the change order for the oxidation ditch project in the amount of $21,945.00. The motion was seconded by Marie Coraluzzi. Hearing no questions, all members voted, "Aye." Motion carried.

MANAGER'S REPORT – Nothing further to report.

REDUCTION LETTERS – None

PAYMENT OF BILLS

A motion was made by Marie Coraluzzi to pay all the bills with one motion. The motion was seconded by Jill Felker. Hearing no questions, all members voted, "Aye." Motion carried.

A motion was made by Marie Coraluzzi to authorize the following payments: Routine Bill List - $22,960.45, Construction in Progress - $216,928.47, Reimbursable Expenses Paid by Developer - $2,252.23, Payroll Transfer from Operator Acct -$31,869.01, Validate Checks Signed between Meetings - $3,266.91, Special Checks Requiring Special Handling - $452,554.88, Additional Checks after Board Book Delivery - $32,019.24, and Engineer's Reimbursable Expenses - $762.05. Jill Felker seconded the motion. Hearing no questions, all members voted, "Aye." Motion carried.

Having no further business, the meeting was adjourned at 1:15 p.m. upon a motion by Karl Bolognese and a second by Jill Felker.

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