Maidencreek Township Authority
February 20, 2014

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

Guests: Christopher Bradley, David Fox, Tim Mills, Kelly Schade, Chris Shinn, Joe Brackman

Earl Rothermel called the February 20, 2014 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

Timbering Bid - Joe Brackman reported that three bids were received for the timbering project. The high bidder has provided requested insurance documents and these are being reviewed. Dan Novakovich asked the amount Mr. Brackman receives from the contract. Mr. Brackman indicated he oversees the project from beginning to end for 15% of the contract.

A motion was made by Marie Coraluzzi to approve the bid for timbering submitted by Mt. Airy Lumber Co. Dan Novakovich seconded the motion and hearing no questions on the motion, it passed unanimously.

Village at Summit Crest I and II - Christopher Bradley submitted most the paperwork required to close the Village at Summit Crest project. Mr. Becker will review what is submitted and wait for the outstanding paperwork. The Board took no action.

EXECUTIVE SESSION - An executive session was called from 11:15 to 11:50 for personnel.

PLAN REVIEW STATUS

Village at Summit Crest Phase 2 and 3 – Mr. Bradley submitted a letter requesting a refund of money paid for attorney fees.

A motion was made by Karl Bolognese to issue a credit for $465 toward legal fees to Chris Bradley, Village of Summit Crest. Jill Felker seconded the motion and hearing no questions on the motion, it passed unanimously.

Crossings at Maidencreek – No action.

Melrose Place – Jill Nagy reported to Mr. Becker that the developer is working on securing the title insurance for the easements.

Esbenshade's Greenhouse – Dan Becker reported that a plan has been submitted for review with review fees. The engineer will present a review of the plan to the Board in March.

APPROVAL OF THE MINUTES

A motion was made by Karl Bolognese to waive the reading of the minutes and approve the January 9, 2014 reorganization and regular meeting minutes as presented. The motion was seconded by Jill Felker and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS

Ethics Statements – The annual Ethics Statements were distributed to the Board and must be returned to the office by April 10, 2014.

Property Insurance – Patrick Donovan, General Manager reported that the Authority's insurance agent has proposed increasing the deductible on the property insurance from $5,000 to $25,000 for a reduction in the premium of $3,430. Mr. Donovan recommended staying with the current $5,000 deductible and evaluating what improvements could be made to prevent damage from lightning strikes.

A motion was made by Dan Novakovich to continue with the existing coverage and deductible for the Maidencreek Township Authority property insurance. The motion was seconded by Marie Coraluzzi and hearing no questions on the motion, it passed unanimously.

Annual Report – Mr. Donovan gave the annual report information to the Board. Mr. Novakovich asked to have the report explained and all agreed that this could be accomplished at a special meeting in April or May.

UNFINISHED BUSINESS

Excess Use Letters – Tabled

Home Occupation – Tabled.

LEAK REDUCTION REQUESTS

Met Management – Dan Becker and Pat Donovan met with Deb Houck of Metropolitan Management and her attorney, Jill Nagy. Mr. Donovan will verify the location of the pressure reducing valve that was replaced to fix the leak. The Board tabled the issue until March when they had more information.

SOLICITOR'S REPORT

Motor Vehicle Policy & Bylaws - Mr. Becker distributed a draft of the Motor Vehicle Policy and a draft of Bylaws for the Board's review and comment.

Union Memorandum of Agreement – Mr. Becker reported that the Memorandum of Agreement defines the bargaining unit as fulltime and part time blue collar workers. The office

is excluded from the bargaining unit. If the Board signs the agreement, the employees will vote Wednesday, March 12, 2014 on whether they wish to join the Teamsters Union.

A motion was made by Dan Novakovich to approve the Memorandum of Agreement with the Teamsters and authorize the Chairman to sign it. The motion was seconded by Earl Rothermel and hearing no questions on the motion, it passed unanimously.

ENGINEER'S REPORT

Chapter 94 Report – Mr. Unger presented the Appendix from the Chapter 94 Report on the wastewater treatment plant. The report is due to the PA Department of Environmental Protection by March 31st. Mr. Unger explained the report is a planning tool for future expansion needs of the plant. The plant is currently operating at 60% capacity both hydraulically and organically.

A motion was made by Karl Bolognese to approve the Chapter 94 Report and authorize Systems Design Engineering to submit the report to the PA DEP. The motion was seconded by Marie Coraluzzi and hearing no questions on the motion, it passed unanimously.

MANAGER'S REPORT – Tabled for Executive Session

PAYMENT OF BILLS

A motion was made by Marie Coraluzzi to make a motion to pay all the bills with one motion and to authorize the following payments: Routine Bill List - $44,003.95, Construction in Progress - $8,012.69, Reimbursable Expenses Paid by Developer - $93.00, Payroll Transfer from Operator Acct -$31,489.82, Validate Checks Signed Between Meetings -$3,260.12, Special Checks Requiring Special Handling - $52,095.57, Additional Checks after Board Book Delivery - $53,338.89, Engineer Reimbursable Expenses - $106.69. Jill Felker seconded the motion and hearing no questions on the motion, it passed unanimously.

EXECTUTIVE SESSION - An executive session was called from 12:50p.m. to 2:00p.m. for personnel.

A motion was made by Karl Bolognese for the General Manager to review and update the job descriptions and refer them to the personnel committee for review. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

MANAGER'S REPORT

Alarm System – Pat Donovan reviewed a proposal to install alarms, panic buttons and have the chlorine alarms tied into the security system for the Authority's facilities.

A motion was made by Dan Novakovich to approve the proposal from Tyco for the installation of security systems. The motion was seconded by Marie Coraluzzi and hearing no questions on the motion, it passed unanimously.

Meter MXU – Pat Donovan discussed with the Board upgrading the meters in the community with MXUs. These units would allow the meters to be read from the truck by driving by the houses. If the Board wished to invest in an antenna in the future, the reads could be taken from the office. Jill Felker asked what the expected life of the unit was. Mr. Donovan indicated that a battery lasts about seven to eight years and added that there is no cost savings or payback on this system. Dan Novakovich questioned then why the Authority would do this. Mr. Donovan indicated that a past Board committed to the project and the MXU had been installed in old Blandon and TreeTops Subdivision. The Board instructed Mr. Donovan to find out how many MXU units were needed to finish the Township and see if a discounted price could be negotiated to purchase the entire amount. The issue will be revisited when the information is available.

Meeting Compensation

A motion was made by Karl Bolognese to compensate the Board of Directors $35 per meeting for each meeting over two that they attend each month. The motion was seconded by Marie Coraluzzi and hearing no questions on the motion, it passed unanimously.

COMMENTS FROM THE CHAIR

Earl Rothermel thanked Marie Coraluzzi for the Valentine hearts and congratulated Karl and Dottie Bolognese on their 66th wedding anniversary. The Board wished Karl a happy 88th birthday. Mr. Rothermel also thanked Diane Hollenbach for volunteering to do the meeting minutes and presented her with a token of the Board's appreciation.

Having no further business, the meeting was adjourned at 3:00 p.m. upon a motion by Marie Coraluzzi 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