Maidencreek Township Authority
June 10, 2015

Present: Karl Bolognese, Marie Coraluzzi, James Nothwehr, Patrick Donovan – General Manager, Daniel Becker – Kozloff Stoudt and Meagan Dompkowski – recording secretary

Guests: Diane Hollenbach, Pamela Stevens, Matthew Peleschak

Karl Bolognese called the June 10, 2015 meeting of the Maidencreek Township Authority to order at 11:08 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
Redner's Warehouse – Patrick Donovan updated the Board on the conversation with Precision Fire. Redner's Warehouse does not have a sprinkler system currently. He will be talking with Precision Fire that the Authority has some interest in this project. The Authority would be willing to help with the easement process.

Esbenshades – A development plan was presented to be signed and recorded.

A motion was made by Marie Coraluzzi to authorize the Chairman and the Secretary to sign the development plan. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

DEVELOPMENT CLOSEOUT STATUS – None.

APPROVAL OF THE MINUTES
A motion was made by James Nothwehr to waive the reading of the minutes and approve the May 13, 2015 regular minutes as presented. The motion was seconded by Marie Coraluzzi and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS
Set Date for Tour of Facilities – Tabled.

UNFINISHED BUSINESS
Curb Box and Service Agreement Procedure – Tabled.

LEAK REDUCTION REQUESTS
Mary Shuman 1048 Park Road
A motion was made by Marie Coraluzzi to approve the one time leak reduction request for Mary Shuman. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

SOLICITOR'S REPORT

Mr. Becker had nothing to report, but asked for a brief executive session to discuss some personnel items.

ENGINEER'S REPORT

Pamela Stevens updated the Board that SDE is continuing with the plan to replace Pumps 1 and 3 with improved vertical pumps and hope to have a bid opening at the July meeting. Pamela highlighted the plant's NPDES permit renewal submission date of September 2, 2015. She advised Patrick Donovan has been testing the plant per DEP's requirements and everything appears to be on target. The sludge equipment replacement was delivered and has been installed by the staff. The unit is operating well, and the electrical panel is to be installed soon.

Update on Well #6 – Pamela Stevens advised the Board that per Karen Pollock, the engineer in charge of this project, to anticipate at the August meeting to have the recommendation for the award. A pre-bid will be held July 20, 2015 and an advertisement date of June 19, 2015. The Berks County Conservation District approval is still needed, but Karen Pollock is working with Patrick Donovan to obtain an onsite clarifier system to resolve this issue.

Approval of Change Order No. 3 – The utility water project is complete and the system is running. The final paving was completed, but there are some concerns, so retainage is being withheld. It is recommended that the Board consider the approval of Change Order No. 3.

A motion was made by Marie Coraluzzi to approve and sign Change Order No. 3 in the amount of $815.75. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

Approval of Two Payment Applications – Blooming Glenn Contractors presented a substantial completion payment application in the amount of $10,033.47 for the utility water project. The paving issues are to be resolved before a final payment application is presented. It is recommended that the Board consider the approval of Payment Application No. 5. Hirnesen Electric presented a payment application in the amount of $56,601.45 for the surge protection project. The equipment has been installed, but the cable and connections are not completed yet. After completion, the surge protection will be tested. It is recommended that the Board also approve Payment Application No. 1.

A motion was made by Marie Coraluzzi to approve Payment Application No. 5 in the amount of $10,033.47. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

A motion was made by Marie Coraluzzi to approve Payment Application No. 1 in the amount of $56,601.45. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

Route 222 Project Cost Estimates – Matt Peleschak presented to the Board a cost estimate with exhibits for the Route 222 project. In April, there was an onsite meeting with the PennDot designers and coordinators. The plans are still in the preliminary stages and things could change. PennDot presented updated plan sets and asked SDE to work with the Authority to see what

utilities need to be moved. Patrick Donovan asked SDE to create a must list and a wish list of utilities to be moved.

Exhibit A
The first item that becomes an issue is the 18 inch interceptor sewer. PennDot is not sure when they replace the bridge that they will be able to protector our interceptor sore because it is built into the bridge abutment. The bridge will be widened and replaced in full. The major concern to the Authority is the northwest corner and the best alternative is take the sewer line perpendicular. Due to depth issues, the best thing to do is bore that particular section of sewer line. The estimated cost for the area at and near the bridge construction is $310,000.

Exhibit B
Item two is the area along Route 73 where PennDot plans to put in a new light at the intersection of Route 73 and 222. The water line is a 6 inch cast-iron and is very shallow. The proposal is to lower and upsize the line. The line would be upsized to a 12 inch and be lowered to a level that would give it the necessary cover. The area along Route 73 outside the PennDot work limit proposal includes replacing some other 6 inch lines to create a 12 inch loop. The estimated cost for the proposals in the area along SR 73 and the area along SR 73 outside the PennDot limit is $475,000 and $610,000 respectively.

Exhibit C
Item three is the area along Route 222 near Redner's Mini-Market. The third proposal includes moving the water line to the other side of the road away from the high pressure gas main. The other part of the proposal is moving the sewer line back out of the center of the travel lane. The estimated cost for the proposals in the area along SR 222 – Redner's Mini-Market is $310,000 and the area near Redner's is $745,000.

Exhibit D
The main goal at the turnabout at Genesis and Tamarack is to put the access of valving and manholes in areas that are accessible and not in travel lanes. Using the center of the circle as much as possible, the one sewer line needs to be moved. It would be moved back a couple of feet, a new manhole would be added, and the inaccessible manhole would be eliminated by straight lining it to the next manhole down. The lines would be extended and stubbed out for the lot that was designated for future use near the medical center.
The estimated cost for the proposals in the area between SR 73 and turnabout is $530,000. The estimated cost for the proposals in the area near the turnabout is $795,000. The estimated cost for the proposals in the area in and near the turnabout is $965,000.

Overall the total cost of all the proposals is $4,740,000. The Authority is responsible to pay 100% of the costs totalling $2,195,000 which is considered the "wish list". The remaining balance of $2,545,000 is split between PennDot and the Authority and is the "must list." PennDot's normal relocation program is a 50:50 split and the project would cost the Authority approximately $3,467,000 if all proposals were done at 50% funding. PennDot is currently running a pilot program along with this project, but only if all schedules are met. The program is a 75:25 split where PennDot pays 75% of the costs and the Authority only pays 25%. If one time milestone is missed, then the split flips and PennDot only pays 25% of the funding.

SDE is looking for authorization to meet with the design professionals and PennDot representatives to discuss PennDot's schedules and the pilot program details.

A motion was made by Marie Coraluzzi to grant permission to SDE to speak with the PennDot's design professionals for the purpose of understanding further the project and the timelines and the expectations for which the Authority must comply. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

AUTHORITY REPORT

Patrick Donovan had nothing further to report.

TREASURER'S REPORT & PAYMENT OF BILLS

Marie Coraluzzi reported that everything appears to be in good standing and had nothing further to report.

A motion was made by Marie Coraluzzi to authorize the following payments: Routine/Regular July Bill List - $16,619.01, Construction in Progress - $14,341.72, Reimbursable Expenses Paid by Developer - $9,572.00, Payroll Transfer from Operator Acct - $13,984.22, Validate Checks Signed Between Meetings - $9,292.70, Special Checks Requiring Special Handling - $81,463.97, Additional Checks after Board Book Delivery - $86,928.43. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

CORRESPONDENCE – None

PERSONNEL

Personnel Meeting – The Chairman announced a personnel meeting was held on June 5, 2015.

Chris Shinn Promoted to Utility Operator Position – A motion was presented by Marie Coraluzzi to promote Chris Shinn to the Utility Operator position at the full rate of $20.70 per hour upon Mr. Shinn signing his job description.

Karl Bolognese asked for a roll call vote. Mr. Nothwehr, "Aye." Ms. Coraluzzi, "Aye." Mr. Bolognese, "Aye." The motion passed unanimously.

Establish Work Schedule for Operations Staff

A motion was made by Marie Coraluzzi effective immediately to establish a work schedule for the operations staff as follows: Hours of work for the operations department will be from 7:00 AM to 3:30 PM, Mondays through Fridays. Weekend and holiday operations work schedule shall be from 7:00 AM to 11:00 AM. Any deviations from the schedule shall require supervisor or General Manager approval. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

Punching In

A motion was made by James Nothwehr to prohibit any employee from punching their time card no sooner than 10 minutes prior to the start of their scheduled shift. The motion was seconded by Marie Coraluzzi and hearing no questions on the motion, it passed unanimously.

<u>Union Negotiations</u> – Mr. Becker will update the Board on the union negotiations in executive session.

The Board went into an executive session from 1:00 p.m. to 1:51 p.m. to discuss personnel.

Having no further business, the meeting was adjourned at 1:52 p.m.

Respectfully Submitted,

Meagan Dompkowski

Meagan Dompkowski
Recording Secretary
Minutes are subject to change prior to approval of the Maidencreek Township Authority.

cc: Maidencreek Township Authority Board
Maidencreek Township Board of Supervisors
Patrick Donovan, Maidencreek Township Authority General Manager
Maidencreek Township Planning Commission
Greg Unger, Systems Design Engineering, Inc., MTA Engineer
Eugene Orlando, Esq., Orlando Law Firm, Solicitor
Daniel Becker, Kozloff Stoudt, MTA Solicitor
Diane Hollenbach, Maidencreek Township Manager
JoAnn Schaeffer, Maidencreek Township Authority Secretary
Ontelaunee Township
Maidencreek Township Authority Plant Operators
Kosmerl & Company