Maidencreek Township Authority
April 13, 2016

Present: Karl Bolognese, Daniel Novakovich, Jack May, James Nothwehr, Jerry Hartman, Patrick Donovan – General Manager, Gregory Unger – Systems Design Engineering Inc., Daniel Becker – Kozloff Stoudt and Meagan Dompkowski – recording secretary

Guests: Diane Hollenbach, Russell Stoudt, John Kosmerl, Desire Halye

Dan Novakovich called the April 13, 2016 meeting of the Maidencreek Township Authority to order at 10:02 a.m. in the Maidencreek Township Municipal Building and asked everyone to rise for the Pledge of Allegiance to the Flag.

PUBLIC COMMENT

Audit Report for Year Ended 9-30-15 - John Kosmerl of Kosmerl and Company presented the client representation letter, the 2015 audit, the letter of significant findings, the management disclosure letter, the opinion letter and an engagement letter. Mr. Kosmerl stated the office was well organized and the financial statements appeared to be in good standing. The staff was cooperative and helpful and there were no significant findings to report.

A motion was made by James Nothwehr to accept the 2015 Audit Report and corresponding letters as presented. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

A motion was made by Karl Bolognese to approve Kosmerl and Company as the Authority Auditor at the rate presented for the current year. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

The remainder of the audit material will be tabled for approval until next meeting.

PLAN REVIEW STATUS

Schwab Dental Office – Mr. Donovan is working with Schwab on meter sizes and getting all the necessary information necessary to prepare a permit.

DEVELOPMENT CLOSEOUT STATUS

Melrose Place – Mr. Becker advised he spoke to the Melrose attorney since the March meeting. The attorney said she is waiting to hear from Marco Folino.

APPROVAL OF THE MINUTES

A motion was made by Karl Bolognese to waive the reading of the minutes and approve the March 9, 2016 regular meeting minutes as presented. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS

April 2016 Shut Off List

A motion was made by Jack May to approve the April 2016 Shut-Off List as presented. The motion was seconded by Karl Bolognese and hearing no questions on the motion, it passed unanimously.

225 E. Wesner Road Lien

A motion was made by Jerry Hartman to approve the lien against 225 E. Wesner Road. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

PA DEP Chapter 94 Report Concerns – Mr. Unger advised the Board of the concerns regarding metering at the Ontlaunee Pump Station, influent overload, and a few other items. A letter was received after SDE submitted the Chapter 94 report. Mr. Unger is going to compile a presentation addressing these concerns and bring it to the Board to review at the next meeting.

Vehicle Use Policy – Mr. Donovan distributed the Vehicle Use Policy to each employee. All employees have signed and returned the policy to the office.

Well #6 & Well #7 Status – Mr. Unger advised the Board that the plan is to remobilize the drill truck and blow Well #6 the first of June. The next step is to demobilize the well truck and install a submersible pump with an on-site generator and pump and develop the well. Once the water is cleared up, then it will be diverted into the stream. Well #6 must be a potable water supply before Well #7 drilling can begin. A new water source test will be run before Well #7 drilling will officially begin.

Mr. Unger presented the Board with Change Order No. 4 for a time extension on the contract with Eichelberger's. The change order would extend the contract until substantial completion of September 1, 2016 and a final payment on October 1, 2016.

A motion was made by Jack May to approve Change Order No. 4 for a contract time extension. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

Giorgio Food Legal Invoices – Mr. Donovan advised the Board that Giorgio Foods has paid all invoices the Authority has sent. The Authority has legal fees that were part of the agreement with Giorgio when the Authority agreed to assist with treating their wastewater. Mr. Donovan presented the Board with the invoices and is asking for Board approval to send the invoices to Giorgio. The Board agreed to invoice Giorgio, as per the agreement, for the legal fees associated with helping.

Use of Laptops for Board – Mr. Novakovich addressed the Board on the use of laptops or tablets for the Board books. The Board agreed to begin the process of receiving the Board book electronically.

ROUTE 222 PROJECT

Mr. Unger reported that everything is on schedule for the project and there were no further updates.

UNFINISHED BUSINESS

Fiberglass Tank Issues – Mr. Unger reported that the tank is repaired and the project is almost complete. The Authority had some push back from the tank inspector and a few additional repairs had to be completed. The additional work resulted in a higher cost for the project.

Well #4 Deed Restrictions – The Board discussed the steps needed of the Authority to prepare for the sale of the Well #4 property.

A motion was made by James Nothwehr to appraise the Well #4 property and to advertise the sale once the appraisal is complete. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

Well #6 Easement – Mr. Donovan advised the Board that the easement is complete and the property owners are satisfied with the work.

Authority Policy Review – Tabled.

OTMA Capacity Request – Tabled.

Plant Door Replacement Proposal – Tabled.

LEAK REDUCTION REQUESTS – None.

SOLICITOR'S REPORT

Mr. Becker asked for a brief executive session to discuss personnel.

ENGINEER'S REPORT

Advanced Rehabilitation Payment Application No. 8 – Mr. Unger presented Payment Application No. 8 to Advance Rehabilitation in the amount of $6,250.00 for the work performed.

A motion was made by Karl Bolognese to approve Payment Application No. 8 in the amount of $6,250.00 to Advance Rehabilitation. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

AUTHORITY REPORT

Mr. Donovan had nothing further to add to his report.

TREASURER'S REPORT & PAYMENT OF BILLS

Jerry Hartman reported that everything appears to be in good standing and had nothing further to report.

A motion was made by James Nothwehr to authorize the following payments: Routine/Regular July Bill List - $23,202.45, Construction in Progress - $70,336.94, Reimbursable Expenses Paid by Developer - $0.00, Payroll Transfer from Operator Acct - $32,397.65, Validate Checks Signed Between Meetings - $10,490.40, Special Checks Requiring Special Handling - $59,782.00, Additional Checks after Board Book Delivery - $67,505.85, Reimbursable Expenses Paid by Solicitor in the amount of $170.00, Reimbursable Expenses Paid by Engineer in the amount of $0.00. Jack May seconded the motion and hearing no questions on the motion, it passed unanimously.

CORRESPONDENCE – None

PERSONNEL – Personnel items were discussed in executive session.

The Board went into an executive session from 11:56 a.m. to 12:20 p.m. to discuss personnel.

Having no further business, the meeting was adjourned at 12:20 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
Patrick Donovan, Maidencreek Township Authority General Manager
Greg Unger, Systems Design Engineering, Inc., MTA Engineer
Daniel Becker, Kozloff Stoudt, MTA Solicitor
JoAnn Schaeffer, Maidencreek Township Authority 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