Maidencreek Township Authority
August 10, 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, Karen Pollock, Pamela Stevens, Mike McCamley, Russ Stoudt, Dave Zwicky

Dan Novakovich called the August 10, 2016 meeting of the Maidencreek Township Authority to order at 10:00 a.m. in the Maidencreek Township Municipal Building and asked everyone to rise for the Pledge of Allegiance to the Flag.

PUBLIC COMMENT – Dave Zwicky presented a project to the Board. Zwicky Processing & Recycling, Inc. would like to expand into gasification which is a conversion of materials into carbon rich products. The conversion would be environmentally friendly. Materials that could be made would include diesel fuel and some other carbon rich products. The process takes natural gas and heat it until the carbon structure is changed. The process needs a lot of water to cool the system. The system needs to be extreme temperatures in order to convert products into a gas. Examples of raw materials that will be used are telephone poles, railroad ties, and construction or demolition debris. Currently the plant recycles back 35 different products out of incoming materials. The project would be completed in three phases and any discharge water will be stored on-site and recycled. The minimal amounts of water that need to be discharged will be accompanied by the proper permitting.

Mr. Zwicky is looking for approval to authorize the Authority engineer to conduct a study and to prepare a cost estimate to supply water for the first phase of the project. Mr. Donovan would like an escrow for the project.

A motion was made by Jerry Hartman to authorize SDE to conduct a study and prepare a cost estimate to supply water for Mr. Zwicky's project and to set up a $20,000 escrow. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

PLAN REVIEW STATUS – None.

DEVELOPMENT CLOSEOUT STATUS
Brandywine Transportation – The Authority staff is working with the developer to close out the project.

Melrose Place – Mr. Becker advised there is no update at this time.

APPROVAL OF THE MINUTES

A motion was made by James Nothwehr to waive the reading of the minutes and approve the July 13, 2016 regular meeting minutes as presented. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS

Newsletter Discussion – The Township newsletter is going out around the end of August and the Authority has an article addressing a rate increase that will be going into effect. Mr. Donovan would like to see what kind of response we receive and then discuss the rate increase start date of January 1, 2016 at the next meeting.

Well #6 & #7 Progress – Karen Pollock updated the Board on the progress of Well #6 and Well #7. Well #7 has been drilled and the 12 inch bore hole is drilled to 250 feet currently. The well is being developed at the moment to be cleaned out in anticipation of installing the pump.

Well #6 Options – Karen Pollock advised the Board that we are at the point where a decision needs to be made in regards to making Well #6 into a long bore well or leaving it as a short bore well. Well #6 has a plug in the bottom right now. The reconstruction would include the installation of a 6 inch casing from the surface through the existing plug and void below down to around 300 feet. The well would then be deepened to around 375-400 which then meets DEP long interval requirements.

Mike McCamley and the engineers have discussed the pros and cons of lengthening Well #6 such as sinkholes. SDE is going to request the surveyor come back in and do a few ground shots on the property to see if anything has moved since the original shots were taken. Interim shots will also be taken after some pumping has been completed.

A motion was made by Karl Bolognese to approve the deepening of Well #6 with a cost of $6,750.00. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

Keystone Villa Excess Use Charge – Mr. Donovan advised the Board that the Authority received a notice that ownership was changing at Keystone Villa. Upon notice of this change, Mr. Donovan looked at Keystone's edu agreement and the agreement stated the Authority could look at the consumption history on a regular basis. Mr. Donovan compared what was paid for originally in tapping fees to what consumption is being used currently. A bill was created for the usage and upon further investigation of their usage a leak seemed to have occurred one quarter. Keystone may come to the Authority to discuss the leak and the bill, but no word on the matter at the moment. Mr. Donovan wanted to advise the Board of the money owed and the situation.

159 Cornerstone Homeowner Request – Mr. Miller at 159 Cornerstone Drive came to Mr. Donovan and asked if the Authority was planning to mow the weeds along the edge where his property and the Authority property meet. Mr. Donovan advised he would ask the Board for direction. The Board decided not to cut the fence row as this property is still in agricultural production.

Retirement of JoAnn Schaeffer

A motion was made by James Nothwehr to accept the retirement of JoAnn Schaeffer with regret on December 16, 2016. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

Retirement of Tim Mills

A motion was made by Jack May to accept the retirement of Tim Mills on November 1, 2016. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

WWTP Computer Upgrades – Tabled.

UNFINISHED BUSINESS

Well #4 Appraisal – Mr. Becker advised the Board that Mr. Donovan had a concern about the deed restriction that stated the owner of the property would be responsible for taking care of any sinkholes. The concern was the restriction would end up becoming an ongoing obligation for the Authority, but as soon as the property is sold it becomes the new owner's responsibility. The deed restriction on the one parcel stated no well digging, drilling, water pumping, mining, quarrying, or other subterranean activities shall be conducted on this tract by grantee or its heirs, successors and assigns. The appraisal came in around $63,000. The Authority has a few options now such as closed bid or a site auction.

A motion was made by Karl Bolognese to authorize Mr. Donovan to get quotes on auctioneers to proceed with the sale of the Well #4 property. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

Update on Health Care Cost Increase – Mr. Becker advised the Board that there was an employee meeting to discuss the new health care plan. The employees were extremely favorable and expressed their appreciation for the plan the Authority looked into.

A motion was made by James Nothwehr to authorize the conversion to the new Capital Blue Health Savings Plan (HSA) with a $2,000 deductible and to authorize Mr. Donovan to take the steps necessary to implement the conversion including the establishment of the HSA accounts. 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 authorize Mr. Donovan to take the necessary steps to move to a new broker and plan for the Authority's eye and dental insurance. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

Authority Policy Review – Tabled.

Plant Door Replacement Proposal – Tabled.

LEAK REDUCTION REQUESTS

Mary Hehn 117 Timber Drive

A motion was made by Karl Bolognese to approve a one-time leak reduction for 117 Timber Drive. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

Xiao Joi Jei 412 White Birch Lane

A motion was made by Karl Bolognese to approve a one-time leak reduction for 412 White Birch Lane. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

ROUTE 222 PROJECT

Pamela Stevens advised the Board about a meeting with PennDot and UGI. The focus was on UGI and the timing of each utility's necessary construction work. The Authority issues were discussed as well. Mr. Becker and Mrs. Hollenbach received the easement diagrams that will be mailed to the property owners. The Authority is going to wait and see if there is any push back and take it from there. Pamela advised the Board that PennDot has not given SDE a draft reimbursement agreement and is going to schedule a conference call with Dave Rader to get a status update on this draft. The Authority can begin submitting for reimbursement on professional fees once the agreement is executed hopefully in January 2017.

Diane Hollenbach addressed the Board about some discussion circulating regarding the circle at Tamarack and Genesis shifting because of its current location in regards to CVS. PennDot does not want to take the CVS property and the result would be to move the circle to avoid the issue. Pamela informed the Board she would speak to PennDot to see if this is true because if it is then SDE needs to redesign.

SOLICITOR'S REPORT

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

ENGINEER'S REPORT

Pamela Stevens had nothing further to add to the report.

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 Bill List - $15,568.72, Construction in Progress - $39,856.96, Reimbursable Expenses Paid by Developer - $0, Payroll Transfer from Operator Acct - $33,376.26, Validate Checks Signed Between Meetings - $1,992.82, Special Checks Requiring Special Handling - $10,789.43, Additional Checks after Board Book Delivery - $14,793.50. Jack May seconded the motion and hearing no questions on the motion, it passed unanimously.

CORRESPONDENCE – None

The Board went into an executive session from 11:44 a.m. to 12:10 p.m. to discuss personnel.

A motion was made by James Nothwehr to authorize a rate increase of $4.30 per hour for Jo Ann Schaeffer for additional compensation to train Meagan Dompkowski effective September 1, 2016. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

The Board directed the General Manager to prepare employee performance evaluations and submit to the Board for further action.

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