Maidencreek Township Authority
October 12, 2016

Present: Karl Bolognese, Daniel Novakovich, Jack May, James Nothwehr, Jerry Hartman, Patrick Donovan – General Manager, Daniel Becker – Kozloff Stoudt and Meagan Dompkowski – recording secretary

Guests: Diane Hollenbach, Pamela Stevens

Dan Novakovich called the October 12, 2016 meeting of the Maidencreek Township Authority to order at 10:03 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 – None.

DEVELOPMENT CLOSEOUT STATUS
Brandywine Transportation – The Authority has returned the escrow to the developer. The escrow release is in the bill list for approval.

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 September 14, 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
Curb Box Maintenance Procedures – Mr. Donovan would like to work with Mr. Becker and the Township Manager to develop a curb box maintenance procedure and will try to have a draft ready for next meeting.

412 White Birch Lane Curb Box – The property owner at 412 White Birch Lane had a 146,000 gallon leak. The owner submitted a leak reduction and the Board approved the reduction. The leak reduction policy states the owner must sign the reduction form and remit payment for the remaining balance after the reduction. The owner has not returned the signed form, therefore no reduction has been made to the account. The curb box is in the driveway and needs to be dug up in order to turn the water off. The Board must decide whether to lien the property or dig the curb box up and shut the water service off.

The Board discussed the matter at length and decided to do nothing at this time. A curb box maintenance procedure will be worked on to avoid problems such as this in the future.

October 2016 Shut Off List

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

PA DEP Organic Overload Situation – SDE, with some assistance from Mr. Becker, drafted a letter to PA DEP regarding the organic overload situation. Mr. Unger is asking for Board approval of the letter and to send the letter to PA DEP.

A motion was made by James Nothwehr to approve the letter and send to PA DEP. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

UNFINISHED BUSINESS

Computer Upgrade Options – Mr. Donovan presented another option for the computer upgrade. The second option is to purchase a hard drive to back up the necessary information. The cost would be around $4,000 with a 21 month payback period. The first option of using the offsite cloud backup system requires no human intervention where the second option does. The designated operator physically has to back up the information where the cloud does it automatically. The total cost of the hardware for the first option was $5,720.00 plus the $189.00 a month.

A motion was made by James Nothwehr to approve Lynx's computer upgrade proposal for the hardware and cloud backup for the Authority Waste Water Treatment Plant. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

Well #6 and Well #7 Status – Mr. Donovan advised that both wells are developed. Well #6 is at 600 gallons per minute and Well #7 is at 800 gallons per minute. The two combined will pump at 1,400 per minute and only one 72 hour pump test will be conducted. The option of bringing Well #7 up to 1,000 gallons a minute was discussed at length. If Well #7 is brought up to 1,000 gallons a minute, then an additional 72 hour pump test would need to be conducted. The cost of the additional test would be $7,660.00 for Eichelbergers plus the hydrogeologist and engineer fees for a total of approximately $10,000.00.

A motion was made by Karl Bolognese to conduct the additional 72 hour pump test at 1,000 gallons a minute at Well #7. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

Well #4 Appraisal – Mr. Donovan will be contacting Mr. Miller about proceeding with the sale of the Well #4 property.

Industrial Appraisals Proposal – Mr. Donovan advised the Board that he was in contact with the Authority's insurance broker. The insurance broker gave the recommendation to get a second quote from a company called Asset Works. The broker did check if the insurance company

would do an appraisal and advised Mr. Donovan that they do not. The Board chose to table the discussion.

Keystone Villa Excess EDUs – Tabled.

Authority Policy Review – Tabled.

Plant Door Replacement Proposal – Tabled.

LEAK REDUCTION REQUESTS – None.

ROUTE 222 PROJECT
Pamela Stevens advised the Board that everything seems to be going smoothly and the next item the Authority will receive is the reimbursement agreement. The agreement will be signed and executed before the January deadline.

Mr. Becker advised there are 9 resident easement approvals needed, but the Authority has 3 so far. Mr. Becker is asking for the Board to authorize the execution of the agreements the Authority has at this point.

A motion was made by James Nothwehr to authorize and execute the agreement for a temporary sewer and permanent sewer easement and the replacement of her trees for Marria Mladjen of 8497 Allentown Pike. 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 and execute the agreement for a temporary water and permanent water easement for Harold and Anne Guinther of 11 Main Street. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

A motion was made by James Nothwehr to authorize and execute the agreement for a temporary water and permanent water easement for Rigoberto Romero of 4 Main Street. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

SOLICITOR'S REPORT
Mr. Becker asked for a brief executive session to discuss personnel.

ENGINEER'S REPORT
Payment Application No. 2
A motion was made by Karl Bolognese to approve Payment Application No. 2 in the amount of $30,117.27 for the 2016 Collection System Inspections to Sewer Specialty Service. The motion was seconded by James Nothwehr and hearing no questions on the motion, it passed unanimously.

Schaeffer Road Bridge Replacement – Pamela Stevens advised the Board that SDE attended a utility coordination meeting. The existing sanitary sewer trunk line and existing 12 inch water main will be impacted by the project. The extent of the impacts for both water and sewer are still being determined. SDE is working with the Township Manager for assistance in resolving the concerns which also includes the cost of the project to the Authority. The chance is present that the Authority may or may not have to bear the cost of encasing the water main or relocating it and televising the sewer line.

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 Jack May to authorize the following payments: Routine/Regular Bill List - $29,805.88, Construction in Progress - $79,059.73, Reimbursable Expenses Paid by Developer - $19,849.56, Payroll Transfer from Operator Acct - $42,055.10, Validate Checks Signed Between Meetings - $11,720.50, Special Checks Requiring Special Handling - $20,095.35, Additional Checks after Board Book Delivery - $46,762.26. Solicitor's Reimbursable Expenses - $272.00. James Nothwehr seconded the motion and hearing no questions on the motion, it passed unanimously.

CORRESPONDENCE – None.

The Board went into an executive session from 10:43 a.m. to 12:00 p.m. to discuss personnel.

Having no further business, the meeting was adjourned at 1:15 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