Maidencreek Township Authority
March 16, 2017

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

Guests: Diane Hollenbach, Russell Stoudt, Debra Kline

James Nothwehr called the March 16, 2017 meeting of the Maidencreek Township Authority to order at 5:00 p.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
Stoney Creek Rental - Nothing to update.

DEVELOPMENT CLOSEOUT STATUS – None.

APPROVAL OF THE MINUTES

A motion was made by Karl Bolognese to waive the reading of the minutes and approve the February 16, 2017 regular meeting minutes as presented. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS
8060 Allentown Pike Easement Agreement

A motion was made by Dan Novakovich to authorize and execute the agreement for Patrick Konopelski's property at 8060 Allentown Pike. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

Direct Deposit – Mr. Donovan requested direction whether or not to create a policy that would require Authority employees to go to direct deposit. The Board discussed the topic and said not to push the topic and to leave things as they are.

2017 Goals & Objectives – Mr. Donovan presented the Board with the Authority's goals and objectives for 2017. Management training classes have been suggested and Mr. Donovan will be looking into the classes.

UNFINISHED BUSINESS
Well 6 & 7 – Mr. Donovan advised the Board that Mr. McCamley has completed the hydrogeology report for Well 6 and 7. The report came out very well and both wells are very strong. The next step is to convince DEP that these wells are in fact strong and everything is good. The one particulate test picked up a single piece of plant cell matter. DEP may require a SWIP test. The test is to prove whether or not the well has any influence with the surface water.

Mr. Donovan believes they will be meeting with DEP in the upcoming weeks to discuss the report and the possibility of a SWIP test being required.

Pamela Stevens advised she spoke to DRBC about the SWIP test. She explained the concern about the drought situation in the area and the negative impact of wasting this much water. If the water was pumped for 4 hours a day at 1,000 gallons a minute, then 240,000 gallons for one day would be wasted. The SWIP test is a 6 month test which would result in approximately over 87 million gallons of water wasted. It is possible that the Authority may not be required to conduct the test, but it is not a guaranteed no either. Mrs. Stevens will be keeping in touch with DRBC and will keep everyone updated.

DRBC Correspondence – Pamela Stevens advised the Board that DRBC is holding the water docket because of Well 6 and 7 being constructed. The question in the docket is whether the amount of allocated water is going to increase or stay the same. If the amount is to stay the same, then Well 6 and 7 would be designated redundant sources. The other side is if more water is required, then a justified reason must be presented. The Authority would need more water if Mr. Zwicky's project were to be completed, but there has been no correspondence or money put up for the project at the moment. Mr. Donovan will touch base with Mr. Zwicky and give him 30 days to respond with the required evidence. If Mr. Zwicky does not respond, then the Authority will not go for an increase in allocated water.

Plant Door Replacement Proposal – Mr. Donovan presented three proposals to replace the doors at the plant. DESCO was the low bid for the installation and Builder's Door and Hardware, Special Lite was the lowest bid for the cost of the doors.

A motion was made by Karl Bolognese to award DESCO the low bid for the installation and Builder's Door and Hardware, Special Lite the low bid for the door cost. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

Curb Box Maintenance Procedures – Pamela Stevens finished a draft of the curb box maintenance procedures. She will be sitting down with Mr. Donovan to go over the draft one last time and then go over the draft with Mr. Becker's paralegal. Two new details and a few paragraphs were added to the rules and regulations. Mr. Donovan is proposing to bid the project out, get three quotes, and spend approximately $19,500 per year on these curb box repairs.

OTMA Quarterly Billing – Mr. Donovan advised he spoke to Ontelaunee and they will be coming back with a proposal to resolve the issue with the additional capacity owed to the Authority.

Well 2 Wall Repairs – Mr. Donovan advised the Board that the walls at Well 2 will be filled with shock crete and then coated. SDE and Mr. Donovan will be visiting a site that has had shock crete done to see how the final finish looks.

LEAK REDUCTION REQUESTS

147 Austrian Drive Katie Strause

A motion was made by Dan Novakovich to approve a one-time leak reduction for Katie Strouse at 147 Austrian Drive. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

209 W. Walnut Tree Drive Amanda Meikle

A motion was made by Dan Novakovich to approve a one-time leak reduction for Amanda Meikle at 209 W. Walnut Tree Drive. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

ROUTE 222 PROJECT

Hope Drive Sewer Extension Agreements – Pamela Stevens presented the reimbursement agreement for the Hope Drive Sewer Extension which would be 100% reimbursed. The timeline is delayed right now due to the roundabout moving. The Hope Drive project and reimbursement agreement is going to be put on hold right now until some more defined information is received from PennDot. Mrs. Stevens is going to be touching base with PennDot about what is required of the Authority right now.

Route 222 Sewer & Water Tie-Ins – Tabled.

Route 222 Water Extensions – Tabled.

Easement Agreements – Mr. Becker said only one more easement is needed and he is working with the appropriate personnel.

SOLICITOR'S REPORT

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

ENGINEER'S REPORT

Chapter 94 Report – Pamela Stevens presented to the Board for approval the Chapter 94 report. It is the annual sewer report to DEP on how the Authority's operations are. The Authority's organic loading has been excellent for the last part of 2016 with an average in the high 600. The sampler had been relocated and the Authority is in compliance.

A motion was made by Dan Novakovich to authorize the Chapter 94 report to be submitted to DEP as presented. The motion was seconded by Jack May and hearing no questions on the matter, it passed unanimously.

AUTHORITY REPORT

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

TREASURER'S REPORT & PAYMENT OF BILLS

Karl Bolognese reported that everything appears to be in good standing and had nothing further to report.

A motion was made by Dan Novakovich to authorize the following payments: Routine/Regular Bill List - $31,777.05, Construction in Progress - $30,555.84, Reimbursable Expenses Paid by Developer – $0.00, Payroll Transfer from Operator Acct - $14,380.12, Validate Checks Signed Between Meetings - $13,336.58, Special Checks Requiring Special Handling - $55,559.95, Additional Checks after Board Book Delivery - $79,978.42. 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 6:18 p.m. to 6:40 p.m. to discuss personnel.

The following motions were made during executive session:

A motion was made by Dan Novavkovich to authorize the Solicitor to prepare document to convey the Well #4 property over to the Maidencreek Township. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

A motion was made by Karl Bolognese to authorize the Solicitor to prepare the necessary documents to purchase the property adjacent to Well #3. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

A motion was made by Jack May to authorize the Solicitor to prepare a nepotism policy. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

Having no further business, the meeting was adjourned at 6:40 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
Meagan Dompkowski, 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