Maidencreek Township Authority
April 20, 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: Russell Stoudt, John Kosmerl

James Nothwehr called the April 20, 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

Audit Report for Year Ended 9-30-16 - John Kosmerl of Kosmerl and Company presented the client representation letter, the 2016 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.

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

PLAN REVIEW STATUS – None.

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 March 16, 2017 regular meeting minutes as presented. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS

Nepotism Policy – Mr. Becker presented a nepotism and fraternization policy to the Board for their review. The Board will review and make comments for the next meeting.

April 2017 Shut-Off List

A motion was made by Karl Bolognese to approve the April 2017 shut-off list as presented. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

UNFINISHED BUSINESS

Well 6 & 7 – Mr. Donovan advised the area near the stream has been cleaned up and re-seeded. Mr. Donovan would like a brief executive session to discuss some issues regarding the Well 6 and 7 project.

DRBC Correspondence – Pamela Stevens advised she has not heard back from DEP regarding the hydrogeology report submitted by Mike McCamley or DRBC regarding the additional water testing. Mr. Donovan advised the Board that Mr. Zwicky did touch base and will not need the excess capacity from the Authority.

A motion was made by Dan Novakovich that Well 6 and 7 will not be primary wells, but redundant or supplemental sources with no additional permitted capacity being requested. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

Curb Box Maintenance Procedures – Mr. Donovan had some more revisions to the policy. Mr. Donovan thinks some of the developer procedures should be reviewed and the leak reduction policy is not in the rules and regulations.

OTMA Quarterly Billing – Mr. Donovan presented the Board with a proposal and a brief overview for the OTMA billing changes. The Board tabled the discussion until next meeting.

Well 2 Wall Repairs – Pamela Stevens presented the proposal to repair the walls at Well 2. The total proposal from Keystone Gun-Krete LLC came in at $10,578.85.

A motion was made by Dan Novakovich to authorize Keystone Gun-Krete LLC to do the proposed work at a cost of $10,578.85 at Well 2. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

LEAK REDUCTION REQUESTS – None.

ROUTE 222 PROJECT
Hope Drive Sewer Extension Agreements – Tabled.

Route 222 Sewer & Water Tie-Ins – Tabled.

Route 222 Water Extensions – Tabled.

Easement Agreements – Pamela Stevens advised that PennDot is going to pay 75/25 for the paving for Giorgio. Giorgio is the final easement needed at this point and Mr. Becker has been in contact with the appropriate personnel at Giorgio to finish the easement paperwork.

SOLICITOR'S REPORT.
Well 4
Mr. Becker advised the Well 4 property that was taken to auction and did not sell is being conveyed to the Township. Mr. Becker is working on a draft agreement of sale. The way the agreement is set up is the Authority is conveying both parcels for zero consideration and the Authority is paying for all costs associated with the conveyance. Mr. Becker is waiting on the Township's solicitor to address a few minor issues and the agreement should be ready for the next meeting.

Well 3
Mr. Becker is working with the realtor for the property alongside Well 3. The realtor has prepared the agreement of sale. A few items in the agreement need to be discussed before finalizing the agreement. The first item is whether or not the Authority wants to have inspections done on the property prior to purchase. The second item is the realtor is ready to close quickly.

A motion was by Dan Novakovich to authorize the appropriate Authority official to execute the agreement of sale for the purchase of the land adjacent to Well 3 subject to the solicitor and manager's review of the revised agreement of sale. 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 the manager to take the appropriate steps to get the construction piles on site tested at an appropriate laboratory. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

A motion was made by Jack May to authorize closing on the transaction and authorize the appropriate Authority officials to execute the closing documents as soon as the Authority is able to effectively close on the property at a price of $120,000.00. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

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

ENGINEER'S REPORT
Pamela Stevens informed the Board the only update on the sewer rehabilitation project is the Authority and SDE are working on highway occupancy permits. The permitting process is now done via e-permitting. The permits need to be pulled prior to bidding the project so the contractor has the permit to do the work.

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 - $28,410.88, Construction in Progress - $10,130.58, Reimbursable Expenses Paid by Developer – $0.00, Payroll Transfer from Operator Acct - $0.00, Validate Checks Signed Between Meetings - $0.00, Special Checks Requiring Special Handling - $34,613.80, Additional Checks after Board Book Delivery - $1,171.11. 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 6:48 p.m. to 8:00 p.m. to discuss personnel.

Having no further business, the meeting was adjourned at 8:00 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