Maidencreek Township Authority
August 17, 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, Diane Hollenbach, Greg Unger

James Nothwehr called the August 17, 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

Maidencreek TV & Appliance

Pamela Stevens advised the Board that Maidencreek TV & Appliance is building a new building in the rear of the existing building. The plan is a new water hookup and the sewer hookup will be relocated. A preliminary plan is to be expected soon.

Folino Commercial

Ms. Stevens advised Folino will be building their commercial building on a lot on W. Wesner Road. The building will be serviced by a private well since water is too far away. The sewer is nearby; so, the property will be serviced by public sewer.

DEVELOPMENT CLOSEOUT STATUS

Melrose Place

Mr. Becker advised he spoke with Mr. Folino's lawyer, Jill Nagy. Mr. Becker told Ms. Nagy where the closeout stood and what still needed to be done. Ms. Nagy was going to do some more research and get back to Mr. Becker, but has been unreachable.

APPROVAL OF THE MINUTES

A motion was made by Karl Bolognese to waive the reading of the minutes and approve the July 20, 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

MS4 Program – Diane Hollenbach advised the Board about the new MS4 program and regulations. The permit is applied for every five years and this year there are extra requirements to meet. Lake Ontelaunee is under a TMDL plan requirement therefore the Township must make sure the discharge into Lake Ontelaunee reduces sediment by 5%. DEP establishes the baseline. The Township only has two drains into the lake and there is no possible way to meet the new requirements. The Township has had meetings with DEP to discuss some possible solutions. The

storm water ordinance is going to have to be revised. The Township also has to do a PRP plan to keep sediment out of the Willow Creek.

The Township used the Authority as part of this plan. The Well 6 and 7 property is a field that was turned into grass and no chemicals are put on to it. The Township can meet their goal if the property stays grass and no chemicals are used. The Township must implement six minimum control measures and the one that would impact the residents the most is the pollution prevention and good housekeeping measure. The measure requires all chemicals and oils be labeled and not stored outside. If they are stored outside, then there should be a plan in place to contain spills. The vehicle washing is going to have to be addressed within the Township. A plan needs to be in place for the soap flowing quickly and directly into the storm drains.

350 W. Walnut Tree Drive Credit – The account did not bill out properly on the computer.
A motion was made by Dan Novakovich to authorize a credit to the account for $46.35 due to computer error. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

Section 125 Plan – Will be discussed in executive session.

Funding of Employee HSA - Will be discussed in executive session

Heathcare Contribution Application - Will be discussed in executive session

Machemer Lien Situation – Mr. Donovan presented the Board with the lien balance on the account. He advised the Board that the resident has paid the current sewer balance on the account to date, but the lien balances are still owed. The resident is asking for forgiveness of sorts. The Board discussed the matter at length and agreed to leave the liens in place and continue to keep the liens updated.

Annual Christmas Party – Diane Hollenbach advised the Board the Annual Christmas Party would be December 15, 2017 at the Township office from 3:00 – 7:00 p.m. this year to accommodate everyone's schedules better.

UNFINISHED BUSINESS
Sewer Rehab Project – Pamela presented the Board with a packet detailing the change order breakdown, pictures of the problem resulting in the change order, and the first payment application.

Well 6 & 7 – Pamela presented the Board with a sketch of the Well 6 and 7 property displaying the parking, necessary buildings, and the tie ins into the system. Pamela spoke to Mike McCamley and DEP about the SWIP test. DEP has a new policy that that would eliminate the SWIP test, but it would be an additional cost. Pamela is working with the appropriate parties to discuss the Authority's options. Pamela also found out that DRBC has a new fee schedule and the Authority will be incurring additional fees to permit the wells as a result.

Curb Box Maintenance Procedures – Tabled.

OTMA Quarterly Billing – Mr. Donovan presented the Board with Ontelaunee Township Municipal Authority's proposal to pay their portion of the capital improvements to the Authority's plant. The Board discussed the matter at length.

A motion was made by Karl Bolognese to authorize Mr. Donovan and Mr. Becker to work together to research current interest rates through PennVest, inform OTMA of the upcoming UV project, and advise OTMA that this is a one-time only event. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

UV Project Status – Mr. Donovan advised all the bulbs were replaced and the project is going to take a break until around January.

LEAK REDUCTION REQUESTS

422 Acer Drive Cathy Woynarowski

A motion was made by Dan Novakovich to ratify a leak reduction for 80,000 gallons for Cathy Woynarowski at 422 Acer 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 – Tabled.

Route 222 Sewer & Water Tie-Ins – Tabled.

Route 222 Water Extensions – Tabled.

Easement Agreements – Giorgio submitted the easement agreement to be approved and recorded.

SOLICITOR'S REPORT

Mr. Becker asked for a brief executive session.

ENGINEER'S REPORT

Giorgio Foods Inc.

Mr. Unger advised the Board the meeting with Giorgio went as anticipated. Giorgio was concerned by the sewer use figure and it seemed they expected that figure to be lower. Giorgio was given until the end of August to make a decision, but they asked for an extension to discuss the proposal further.

Sewer Rehab Project Payment Application No. 1

A motion was made by Karl Bolognese to approve Payment Application No. 1 to Mr. Rehab in the amount of $32,461.87. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

Sewer Rehab Project Change Order No. 1

A motion was made by Jack May to approve Change Order No. 1 in the amount of $23,254.70. The motion was seconded by Dan Novakovich contingent upon the Authority Manager reviewing where the money will come from and what the original bid figure was and hearing no questions on the motion, it passed unanimously.

AUTHORITY REPORT

Electrical Curtailment Program Offer

Mr. Donovan advised the Board the Authority used to be part of an electrical curtailment program. The Authority saw approximately $8,000 a year just to be a part of the curtailment program. The company the Authority was with called asking if the Authority would be interested in being a part of the program again. The representative is sending over the proposal for Mr. Donovan to review. The only cost to the Authority before was a little box on the generator and the once a year 1 hour shutdown to run the generator during a curtailment. Mr. Donovan will review the proposal once it is received and update the Board.

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 - $21,353.49, Construction in Progress - $27,100.58, Reimbursable Expenses Paid by Developer – $0.00, Payroll Transfer from Operator Acct - $75,000.00, Validate Checks Signed Between Meetings - $14,144.92.00, Special Checks Requiring Special Handling - $52,601.20, Additional Checks after Board Book Delivery - $52,574.67. Jerry Hartman seconded the motion and hearing no questions on the motion, it passed unanimously.

CORRESPONDENCE – None.

The Board went into an executive session from 6:40 p.m. to 7:25 p.m. to discuss personnel.

The following motions were made after executive session:

A motion was made by Dan Novakovich to **approve** the signing of all documents to create a new **Section 125 Cafeteria Plan**. The motion was seconded by Karl Bolognese and hearing no questions on the motion, it passed unanimously.

A motion was made by Dan Novakovich to authorize the Office Administrator to **fund the Health Savings Accounts** prior to September 1st which is the start of the renewal cycle. **Single employees will receive $2,250.00 and Married Couples/Family Plans will receive $4,500.00** for the period September 1, 2017 through August 31, 2018. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

Having no further business, the meeting was adjourned at 7:31 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