Maidencreek Township Authority
January 16, 2020

Attending Board Members: Karl Bolognese, Jerry Hartman, Jack May, Dan Novakovich, James Nothwehr

Also Attending: Greg Unger and Ty Leinneweber from SDE, Daniel Becker of Kozloff Stoudt, Diane Hollenbach for Maidencreek Township and Patrick Donovan, Russ Stoudt and Debbie Kline of the Maidencreek Township Authority.

Jack May called the January 16, 2020 meeting of the Maidencreek Township Authority (MTA) to order at 5:15 p.m. at the Maidencreek Township municipal building.

PUBLIC COMMENT – None.

PLAN REVIEW STATUS – None.

DEVELOPMENT CLOSEOUT STATUS –
GSP Properties - Ty Leinneweber reported that SDE received a request from D&B Elite to reduce the existing Letter of Credit by $211, 171.75, which would bring the LOC balance down to $81,815.48. Ty confirmed the retained balance will cover inspection costs and contingencies.

A motion was made by Dan Novakovich to authorize Patrick Donovan to sign the Authorization for Reduction of the Letter of Credit for GSP Properties. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

APPROVAL OF THE MINUTES

A motion was made by Karl Bolognese to waive the reading of the minutes and approve the December 19, 2019 regular meeting minutes as presented. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS

Donations for 2020

A motion was made by Karl Bolognese to approve the following donations: Blandon Fire Police - $300.00, Berks Conservancy - $500.00, and Northern Berks EMS (formerly Blandon Ambulance) - $500.00. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

January 2020 Shut-Off List

The MTA board and Dan Becker discussed placement of liens for properties that have large outstanding balances. The MTA will continue the policy of placing liens for properties with large unpaid balances and periodically updating the liens if the balance continues to accrue. Mr. Becker updated an existing notice of lien letter that the MTA will send to property owners when a lien is placed or updated as directed by the Board.

A motion was made by James Nothwehr to approve the January 2020 shut-off list as presented. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

Sewer Flat Rate Resolution

A motion was made by Karl Bolognese to amend the sewer flat rate in Resolution 04-09-2019 to change the rate from $109.18 to $112.46. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

PIRMA 2020 Insurance – Patrick Donovan reported that he received the 2020 invoice for Property, Liability and Auto insurance from PIRMA. The new premium reflects a cost reduction of $1,700.00 for the year. Mr. Donovan will follow up with the Board to provide the name of the insurance company that provides coverage for the MTA vehicles.

A motion was made by Dan Novakovich to approve the payment of the Authority's Property, Liability and Auto annual premium. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

Sludge Hauler Contract – Ty Leinneweber of SDE presented the completed contract signed by Franc Environmental to be signed by the Chairman. The Chairman, Jack May, signed the contract and returned to SDE.

Ontelaunee Heights Backup Alarm – Patrick Donovan presented a proposal for a backup alarm system for the Ontelaunee Heights pump station. This pump station is currently not on the SCADA system. The proposed system is a cell phone-based alarm that will allow constant monitoring of the pump station. The total component cost is $2,736.00. Site Specific, Inc., is offering a 90-day trial period for the MTA to use the system before purchase.

A motion was made by Jim Nothwehr to approve the purchase of a cloud-based cellular phone alarm system from Site Specific, Inc at a cost of $2,736. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

Credit Card Payments – Patrick Donovan presented a proposal from Diversified Technology for the MTA to accept credit card payments via a portal on the Maidencreek Township website. There is a one-time setup fee of $300.00. All payments will go directly through a secure portal established by Diversified Technology and Nuvei. The cost per transaction to the customer is $3.00.

A motion was made by Jerry Hartman to authorize the MTA to work with Diversified Technology and Nuvei to establish a secure portal to accept credit cards as a method of payment for the MTA residents at a cost of $300.00. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

Electric Contract – Patrick Donovan reviewed the electrical supply pricing proposals received by the MTA. It is Mr. Donovan's recommendation to accept the bid from Constellation NewEnergy, Inc. as they are the lowest bidder for a 4-year contract at a cost per KWH of

0.04394. Mr. Donovan will follow up with the Board to provide an estimation of cost savings to be realized with this change in price from the existing contract.

A motion was made by Jim Nothwehr to authorize the MTA to enter into a 4-year Electricity Supply Agreement with Constellation NewEnergy, Inc, at a cost per KWH of 0.04394. The motion was seconded by Karl Bolognese and hearing no questions on the motion, it passed unanimously.

UNFINISHED BUSINESS

Rules and Regulations – Codification process is ongoing.

Well #7 Project – Patrick Donovan reported that Well #7 has been approved as a designated groundwater source by the PA Department of Environmental Protection.

A motion was made by Dan Novakovich to authorize SDE with input from the Township on facility layout to begin the design phase of the well house for Well #7. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

MTA Operating Charter – Mr. Becker provided an update on renewal of the MTA Operating Charter. As the documentation is completed Mr. Becker will present it to the Board for approval and execution.

LEAK REDUCTION REQUESTS

None.

ROUTE 222 PROJECT

Dan Becker stated there has not been much change in the past month in regards to the PennDot agreement for the Rt 222/Coca-Cola easement. Mr. Becker will contact the legal counsel for PennDot to discuss the outstanding issues.

SOLICITOR'S REPORT

Mr. Becker had nothing further to add.

ENGINEER'S REPORT

SDE submitted a written report. Mr. Unger had nothing further to add.

AUTHORITY REPORT

Mr. Donovan had nothing further to add.

TREASURER'S REPORT & PAYMENT OF BILLS

Jim Nothwehr reported that everything appears to be in good standing. Jim had a question regarding maximizing interest on the large balance in the operating account. Mr. Donovan will research investment options and follow up with the Board for further discussion.

A motion was made by Karl Bolognese to accept the Treasurer's Report and authorize the following payments: Routine/Regular Bill List - $36, 270.36, Construction in Progress - $6,227.78, Reimbursable Expenses Paid by Developer - $0, Payroll Account Transfer from Operator Acct - $0, Validate Checks Signed Between Meetings - $0, Special Checks Requiring Special Handling - $47,721.42, Additional Checks after Board Book Delivery - $42,566.08. Jerry Hartman seconded the motion and hearing no questions on the motion, it passed unanimously.

ENGINEER'S/SOLICITOR'S REIMBURSABLE EXPENSES – None.

CORRESPONDENCE – None.

Executive Session – The MTA Board went into executive session at 6:30 PM to discuss personnel and performance evaluations. The Board came out of the executive session at 7:15 PM. No additional action was taken.

A motion was made by Dan Novakovich and seconded by Jim Nothwehr to adjourn the meeting at 7:16 PM.

Respectfully Submitted,

Debbie Kline
Debbie Kline
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
Maidencreek Township Authority Plant Operators
Kosmerl & Company
Maidencreek Township Board of Supervisors
Maidencreek Township Planning Commission
Eugene Orlando, Esq., Orlando Law Firm, Solicitor
Diane Hollenbach, Maidencreek Township Manager
Ontelaunee Township