Maidencreek Township Authority
May 21, 2020

Attending Board Members Via Teleconference: Karl Bolognese, Jerry Hartman, Jack May, Jim Nothwehr, Dan Novakovich

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

Jack May called the May 21, 2020 meeting of the Maidencreek Township Authority (MTA) to order at 5:00 p.m. via Zoom video conference and asked everyone to rise for the Pledge of Allegiance to the Flag.

APPROVAL OF THE MINUTES

A motion was made by Dan Novakovich to waive the reading of the minutes and approve the April 16, 2020 regular meeting minutes as presented. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS

Route 73 Bids

SDE has reviewed all bids received for Route 73 Water Line Replacement Project and Barrasso Excavation Inc. is low bidder. SDE recommends the contract be awarded to Barrasso Excavation Inc. in the amount of $567,689.00.

A motion was made by Jim Nothwehr to authorize SDE to issue a Notice of Intent, Notice of Award, and Notice to Proceed to Barrasso Excavation Inc. in the amount of $567,689.00 upon Engineer's & Solicitor's review of Agreement and receiving Payment Bond, Performance Bond and Insurance. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

Schick Dental Office

A motion was made by Dan Novakovich to authorize the Schick Dental Office Plans to be signed by the Chairman, Jack May, and the Vice Chairman, Dan Novakovich. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

Route 222 Project

Mr. Becker provided an update regarding the Rt 222/Coca-Cola easement. He stated the final reimbursement agreement was signed by the Chairman, Jack May, and the Vice Chairman, Dan Novakovich, on May 14, 2020. PennDot is reconsidering placement of the Dynamic Message Sign (DMS). A final decision regarding placement should be made by May 27th. Mr. Becker, Patrick Donovan and Karen Pollock had a discussion with Coca-Cola regarding the easement, and Coca-Cola had no significant objections with easement placement. Coca-Cola has entered into an agreement with UGI regarding relocation of UGI's pressure reducing station. Depending on the decision for placement of the PennDot DMS, the MTA may have to talk to UGI regarding placement of the lines in relation to the pressure reducing station.

A motion was made by Dan Novakovich to ratify the action taken on May 14, 2020, to have the Chairman, Jack May, and the Vice Chairman, Dan Novakovich, sign the PennDot Reimbursement Agreement dated April 28, 2020. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

Post Office Parking

Mr. Donovan reported that he received a request from the Blandon Post Office regarding parking. The post office is acquiring four new vehicles, and they have requested permission to park employee vehicles on MTA property located at Well 3. After much discussion, the Board made the decision to deny the request to park vehicles on the MTA property. While the MTA appreciates all the Blandon Post Office does for the community, the MTA purchased the property surrounding Well 3 in order to protect the wellhead and that continues to be the priority. Mr. Donovan will communicate this decision to the manager of the Blandon Post Office.

Weekend Operations Trainee

Mr. Donovan reported Keith Shuman, a current Township employee, has approached him about being considered to train and work as a weekend operator. Mr. Donovan would like to hire this employee for three months of training at a cost of $1,500.00 with continued employment contingent on satisfactory performance. This position will result in a cost savings due to less time-and-half being paid to current operations staff. After some discussion, the Board agreed it would be beneficial to hire Keith Shuman as a part-time weekend operations trainee for a three-month probationary period.

A motion was made by Dan Novakovich to allow the general manager to hire and train Keith Shuman as a part-time weekend operations trainee for a three-month probationary period with continued employment based on satisfactory performance. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

UPDATES

PMRS Pension Plan Review

Mr. Donovan reported he has a few outstanding questions for PMRS. He will then send the agreement to Mr. Becker for his review.

PMAA Performance Assessment

Mr. Donovan reported he has completed the PMAA Performance Assessment. When the Assessment is returned to Mr. Donovan, he will share the results with the Board.

Curb Box Repairs

Mr. Donovan reported the curb box repairs have been completed on Main Street. The remainder of the repairs approved for this year are almost complete.

700 E. Wesner Connection

Mr. Donovan reported he has been contacted by the current owner of 700 E. Wesner Road regarding connecting to public water. Mr. Donovan will gather more information and discuss further at the next Board meeting.

Summer Helpers
Mr. Donovan stated the summer helpers have completed painting 50 hydrants thus far. Mr. Donovan reported this is a good group of summer helpers, and he is pleased with their work at this time.

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.

PAYMENT OF BILLS

A motion was made by Dan Novakovich to accept the Treasurer's Report and authorize the following payments: Routine/Regular Bill List - $81,904.02, Construction in Progress - $17,727.03, Reimbursable Expenses Paid by Developer - $0, Payroll Account Transfer from Operator Acct - $0, Validate Checks Signed Between Meetings - $1,698.00 Special Checks Requiring Special Handling - $9,350.67, Additional Checks after Board Book Delivery - $1,624.58. Jerry Hartman seconded the motion and hearing no questions on the motion, it passed unanimously.

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

PUBLIC COMMENT – None.

A motion was made by Dan Novakovich and seconded by Jim Nothwehr to adjourn the meeting at 6:00 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