Maidencreek Township Authority
November 19, 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 and Colin Macfarlane of Kozloff Stoudt, Diane Hollenbach of Maidencreek Township

Jack May called the November 19, 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 October 15, 2020 regular meeting minutes as presented. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

PLAN REVIEW

**Redner's Quick Shop and Car Wash**

Ty Leinneweber of SDE reported the third Redner's plan review was received on October 23, 2020. Ty has completed the third review, and the review letter was presented to the Board for their review. A draft copy of the review letter was sent to Redner's on November 13, 2020. A finalized copy will be submitted to Redner's upon approval by the Board.

A motion was made by Jim Nothwehr to approve the finalized review letter for the Redner's Quick Shop and Car Wash plan and authorize SDE to send the letter to Redner's Properties, LP. The motion was seconded by Jerry Hartman and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS

**PA DEP SWIP Program**

Patrick Donovan reported the PA DEP approached the MTA to participate in the SWIP (Surface Water Infiltration Protocol) Program. Participation in the program will outline protection areas for MTA wells and allow the Township to put ordinances in place to protect those areas. There is no cost for the MTA to participate in the program. Mr. Donovan has requested authorization by the Board to participate in the SWIP Program.

A motion was made by Dan Novakovich to authorize the (SWIP) Surface Water Infiltration Program Application to be signed by the Chairman, Jack May, and for Patrick Donovan to submit the completed application to DEP. The motion was seconded by Karl Bolognese and hearing no questions on the motion, it passed unanimously.

**Rt 73 Manhole Grading**

Ty Leinneweber of SDE reported that Schlouch Incorporated provided a quote in the amount of $8,286.20 to repair two manholes on Route 73 to adjust manhole tops to match existing road elevation. PennDot issued HOP Permit on 11/10/2020 for repairs. Schlouch will provide SDE with a construction schedule.

A motion was made by Karl Bolognese to accept the bid to repair the two manholes on Route 73 from Schlouch, Inc., in the amount of $8,286.20 The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

**2021 Professional Rates**

The Board was presented with Kozloff Stoudt's 2021 rates as well as SDE's 2021 rates.

A motion was made by Karl Bolognese to accept the Kozloff Stoudt and SDE 2021 rates as presented. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

**Vist Line of Credit Renewal**

Patrick Donovan reported Vist Bank has requested renewal of the $750,000 line of credit established 12/19/2019.

A motion was made by Jim Nothwehr to authorize the Chairman and Secretary/Treasurer to sign the line of credit renewal pending review by Dan Becker of Kozloff Stoudt. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

**2021 Budget and Five Year Plan**

Patrick Donovan provided the Board with an overview of the budget. Mr. Donovan will email the Board to coordinate and schedule a meeting within the next several days to provide an in-depth review of the budget.

**Employee Wage Increase**

A motion was made by Dan Novakovich to authorize a 5 % increase to the general manager, the Authority utility operators and the office staff effective October 1, 2020. The motion was seconded by Karl Bolognese and hearing no questions on the motion, it passed unanimously.

LEAK REDUCTION REQUESTS

**Michele Kline, 108 Lindbergh Avenue, Blandon**

A motion was made by James Nothwehr to authorize a one-time leak reduction per MTA policy for Michele Kline, 108 Lindbergh Avenue. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

**Marie Reider, 1B Mountain View Lane, Blandon**

A motion was made by James Nothwehr to authorize a one-time leak reduction per MTA policy for Marie Reider, 1B Mountain View Lane. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

**Daniel Neely, 128 Sandhurst Boulevard**

A motion was made by James Nothwehr to authorize a one-time leak reduction per MTA policy for Daniel Neely, 128 Sandhurst Boulevard. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

**Patricia Wilson, 321 Sooner Lane**

A motion was made by James Nothwehr to authorize a one-time leak reduction per MTA policy for Patricia Wilson, 321 Sooner Lane. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

UPDATES

**Authority Extension**

Mr. Becker provided an update and stated this is on schedule to be completed prior to the current term expiration of 12/06/2021.

**Water Tank Inspection**

Mr. Donovan provided an update. He stated the water tank inspections have been completed. A copy of the videos and the report were provided to SDE. After the information is reviewed by SDE and Mr. Donovan, the recommendations and plan of action will be presented to the Board. Mr. Donovan included this project in the 2021 budget.

**Manhole Inspection Project**

Mr. Donovan stated the MTA manhole inspections are complete. SDE will provide a report to Mr. Donovan with recommendations based on the completed inspections. Mr. Donovan included this project in the 2021 budget.

**PMRS Pension Plan Review**

Mr. Donovan has spoken to Peter Karapelou of Beyer-Barber Company and the evaluation is moving forward. Mr. Donovan stated that he has made three requests to PMRS for updated annual statements for all covered individuals. Most recently, the PMRS contact has circulated the request to several individuals within PMRS. Updated documentation has not yet been received. If the information is not received within the next thirty days, Mr. Donovan will ask Mr. Becker of Kozloff Stoudt to reach out to PMRS.

**Status of Storm Damage**

Mr. Donovan stated he received correspondence from the insurance provider (Integrated Risk Management) stating all insurance claims have been denied.

A motion was made by Dan Novakovich to authorize Patrick Donavan to work with Dan Becker of Kozloff Stoudt to review the issues related to the denied claims for storm damage. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

**PennDot Coke Conflict Area**

Mr. Becker provided an update. PennDot has agreed to reimburse the MTA 100% for the design and legal costs to date. Mr. Becker is corresponding with Larry Diddy of PennDot regarding a few minor language changes to the new Relocation/Reimbursement Agreement as presented by PennDot. He anticipates the agreement will be complete by the next Board meeting.

Patrick Donovan reported that he received a phone call from Frontier stating they would like to install a telephone pole 2" from the MTA water line. Patrick and Karen Pollock of SDE went out to inspect the area. The area is in the MTA easement, and Frontier was told they cannot place a pole in this area. While Patrick and Karen were at the site, it was determined that Frontier had set another pole directly in the middle of an MTA sanitary sewer line. The line will be televised tomorrow to determine the damage and necessary next steps. Patrick determined the PA1 call was done properly by the MTA. The Board members instructed Mr. Donovan to forward all costs associated with this error to Frontier.

**Route 222 Project**

Ty Leinneweber of SDE reported the project is continuing as expected. The contractor has completed the water line installation along the frontage of Rt 222. Connection has been made into the main that serves Ontelaunee Heights on November 10th. The Authority now has the connection and service available along Rt 222 from Rt 73 to Tamarack Boulevard. The remaining water line work left to complete is to cross Rt 222 and go around the outside of the traffic circle to connect into Constitution Avenue. The contactor will begin sanitary sewer work following completion of the water line work. The project should be complete by the January/February 2021 timeframe.

UNFINISHED BUSINESS

**Future Healthcare Costs**

The Board tabled this issue until January or February of 2021.

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 - $41,472.48, Construction in Progress - $38,616.26, Reimbursable Expenses Paid by Developer - $1,062.08, Payroll Account Transfer from Operator Acct - $0.00, Validate Checks Signed Between Meetings - $12,238.67, Special Checks Requiring Special Handling - $5,540.77, Additional Checks after Board Book Delivery - $7,500.00. Jim Nothwehr seconded the motion and hearing no questions on the motion, it passed unanimously.

ENGINEER'S/SOLICITOR'S REIMBURSABLE EXPENSES:

A motion was made by Jerry Hartman to approve all Professional Staff Reimbursable Expenses as follows: SDE invoice #102224 in the amount of $1,062.08. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

PUBLIC COMMENT – None.

Having no further business, the meeting was adjourned at 6:19 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
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