

MAIDENCREEK TOWNSHIP AUTHORITY

August 16, 2018

Attending Board Members: Karl Bolognese, Jerry Hartman, Jim Nothwehr, Jack May

Also attending: Daniel Becker of Kozloff Stoudt Associates P.C., Greg Unger and Pamela Stevens of Systems Design Engineering, Inc., Patrick Donovan, General Manager and Diane Hollenbach as recording secretary.

Chairman Hartman called the August 16, 2018 meeting of the Maiden Creek Township Authority to order at 5:14 PM at the Maiden Creek Township Municipal Building and asked everyone to rise for the Pledge to the Flag.

There was no public comment.

PLAN REVIEW STATUS

GSP Properties - The Authority is waiting for resubmission of the plan. The Township Solicitor is currently negotiating the Storm Water Operation and Maintenance Agreement.

DEVELOPMENT CLOSEOUT STATUS

Melrose Place – Dan Becker of Kozloff Stoudt Associates P.C. advised the Board that the closeout is proceeding. Lots C5 and 29 in the Melrose Place Development have cross country easements on them and have been sold. The developer is working with the new owner's bank, Fleetwood Bank, to secure those easements by obtaining a Release of Mortgage. Fleetwood Bank has requested a letter from the Maiden Creek Township Authority.

A motion was made by Jim Nothwehr, seconded by Karl Bolognese, to authorizing the Chairman to sign a letter to Fleetwood Bank requesting that they execute the partial release of mortgage for the easements so the easements may be dedicated to the Authority. All members present voted, "Aye." Motion carried.

APPROVAL OF MINUTES

A motion was made by Karl Bolognese, seconded by Jim Nothwehr, to approve the July 19, 2018 minutes of the Maiden Creek Township Authority meeting as presented. All members present voted "Aye." Motion carried.

NEW BUSINESS

Storm Damage – Patrick Donovan, General Manager reported that there were two major incidents related to storm damage. A sewer main collapsed due to a sinkhole on East Wesner. It was repaired but there was a problem with traffic control. Chairman Hartman asked if the Authority had used the contractor before. Mr. Donovan stated that he has used them for his tenure at the Authority but prior, the Authority used Schlouch. There is a three to one cost ratio between Schlouch and M & A. The Board discussed the safety issues and bidding emergency work at the beginning of each year. By bidding emergency work, a contractor would commit to being available during an emergency at a set price. The second storm related issue happened at the Waste Water Treatment Plant. A non-critical pump was flooded. It is currently being rebuilt and the Authority will use a transfer pump until the pump is fixed.

Schaeffer Road Valve Project – Mr. Donovan reported that installation of the twelve-inch valve on Schaeffer Road is complete. The leak detection contractor listened to the water line

MAIDENCREEK TOWNSHIP AUTHORITY

August 16, 2018

before it was shut off and will listen to the line for leaks after the Schaeffer Road Bridge Project is complete. Berks County is still considering reimbursement of half the costs of the valve installation. The next bridge meeting is October 20 at 10 a.m.

Waste Water Treatment Plant AC Unit – The air conditioning unit in the motor control room at the Waste Water Treatment Plant stopped working. The staff tried opening the doors but the temperature in the room rose to 109 degrees. Because of the critical equipment in the room, a portable unit was rented at \$1,800 per month and has brought the temperature down in the room to about 80 degrees. Greg Unger of Systems Design Engineering, Inc. stated this is an emergency repair and wants to replace the unit with two split units to avoid this problem in the future.

A motion was made by Jim Nothwehr, seconded by Karl Bolognese, to authorize the replacement of the motor control room air conditioner at a cost of \$13,600 by Tactical HVAC. All members present voted, “Aye.” Motion carried. Chairman Hartman asked if there were other critical areas that the Board should be concerned with. Mr. Unger stated the Waste Water Treatment Plant is approaching eighteen years of age. The Authority does have spare motors but the issue is worth a review. Mr. Bolognese asked if there is adequate space to store the motors. Mr. Unger stated there was storage space.

Bid Routine and Emergency Services

A motion was made by Jim Nothwehr, seconded by Jack May, authorizing Systems Design Engineering, Inc. to prepare bids on all routine and emergency services. All members present voted “Aye.” Motion carried.

UNFINISHED BUSINESS

Ontelaunee Township Municipal Authority Capital Projects – Mr. Becker spoke with the Ontelaunee Township Solicitor, Liz Magovern regarding the revised agreement for funding capital projects. Ontelaunee Township is aware that this agreement will be coming. Mr. Donovan will provide his comments to the draft, and Mr. Becker will circulate the draft agreement to the Board for comment.

Met Management Non-Payment of Quarterly Bills – Mr. Becker recapped the issue with Metropolitan Management’s past two bill payments envelopes being destroyed by the post office, late payment and subsequent penalty of approximately \$1000. Met Management is disputing their current bill which was estimated due to water being in the meter pit and included the previous quarter’s unpaid penalty. Met Management has not paid the current bill, and Mr. Becker will speak with their attorney.

Health Insurance Proposed Policy Changes – Mr. Becker advised that the Board may adopt a policy requiring employee’s spouses to be removed from the Authority health insurance policy if the spouse is offered health care through their employer. The Authority cannot remove children from the policy. The Board took no action to change their existing policy.

LEAK REDUCTION

188 Cornerstone Drive and 23 W Wesner Road

A motion was made by Karl Bolognese, seconded by Jim Nothwehr, granting a one-time leak reduction following the Authority’s standard procedures to two properties which

MAIDENCREEK TOWNSHIP AUTHORITY

August 16, 2018

have met the Authority's conditions, 188 Cornerstone Drive Blandon and 23 W Wesner Road, Blandon. All members present voted "Aye." Motion carried.

ROUTE 222 PROJECT

A motion was made by Karl Bolognese, seconded by Jim Nothwehr, authorizing the General Manager to send the letter to residents living along Route 222 in Maiden creek Township explaining options for connection to the Authority water and sewer lines in conjunction with Penn DOT's project on Route 222 and advising residents to attend a Maiden creek Township Authority meeting if they would like more details. All members present voted "Aye." Motion carried.

SOLICITOR'S REPORT – Mr. Becker had nothing additional to add.

ENGINEER'S REPORT

Well #6 & #7 – The bonding company for the low bidder, Flow Data, Inc., is requiring that the Authority sign a project account agreement and make payments payable to "Accountant or Flow Data Inc." and send all payments to the accounting firm for disbursement to the contractor. Mr. Becker has some modifications to the agreement to clarify that the Authority's contract for the project is with Flow Data, Inc.

A motion was made by Jim Nothwehr, seconded by Jack May, to authorize the General Manager to execute the Project Account Agreement for the Well #6 and #7 SWIP Test when satisfactory to the Authority Solicitor. All members present voted "Aye." Motion carried.

Eastern Environmental Certification of Substantial Completion

A motion was made by Jim Nothwehr, seconded by Karl Bolognese, to authorize the Chairman to sign the Certification of Substantial Completion for the Waste Water Treatment Plant Electrical Contract subject to the Authority Engineer's final confirmation of the successful completion of the megger test. If the test is not successful, the certificate will not be signed and will be brought back to the Authority Board. All members present voted "Aye." Motion carried.

MANAGER'S REPORT - Mr. Donovan had nothing to add.

TREASURER'S REPORT and PAYMENT OF BILLS – Jack May reported that everything appears to be in good standing and he had nothing further to report.

A motion was made by Jim Nothwehr, seconded by Jack May, to authorize the following payments: Routine/Regular Bill List - \$48,254.57, Construction in Progress - \$19,047.83, Reimbursable Expenses Paid by Developer - \$872.25, Validate Checks Signed Between Meetings - \$1,609.28, Special Checks Requiring Special Handling - \$50,264.02 and Additional Checks after Board Book Delivery - \$41,890.25. All members present voted, "Aye." Motion carried.

A motion was made by Karl Bolognese, seconded by Jim Nothwehr, to approve Engineer's Reimbursable Developer Invoices dated July 31, 2018 for \$872.25. All members present voted "Aye." Motion carried.

MAIDENCREEK TOWNSHIP AUTHORITY

August 16, 2018

A motion was made by Jerry Hartman, seconded by Jim Nothwehr to adjourn the August 16, 2018 meeting at 6:14 PM. All members present voted "Aye." Motion carried.

Respectfully submitted,

Diane Hollenbach

CC: Maiden creek Township Authority Board
Maiden creek Township Board of Supervisors
Systems Design Engineering
Kozloff Stoudt Associates, P.C.
Orlando Law Offices
Ontelaunee Township

Patrick Donovan, General Manager
Diane Hollenbach, Manager
Meagan Dompkowski, MTA Secretary
MTA Plant Operators
Kosmerl & Co.