

Maidencreek Township Authority
August 18, 2022

Attending Board Members: Jim Nothwehr, Dan Novakovich, Jack May, Kevin Waszmer, Joe Rudderow III

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

Guests: Hunter Ahrens of Maidencreek Township

Jim Nothwehr called the August 18, 2022 meeting of the Maidencreek Township Authority (MTA) to order at 11:00 a.m. at the Maidencreek Township municipal building.

PUBLIC COMMENT – None.

PLAN REVIEW

Redner's Quick Shop and Car Wash

Ty Leinneweber of SDE reported he was notified that the car wash shown on the preliminary plans reviewed by the MTA Board is being removed from the proposed development. Ty informed the Township that the MTA has not received revised final plans, which is a requirement prior to the MTA signing the plan. Redner's has received conditional final plan approval from the Township contingent upon meeting the engineer's letter.

Giorgi Mushroom Company Project Titan C

Dan Becker of Kozloff Stoudt reported he received an update from Giorgi's attorney, Mark Koch. Giorgi has spoken to Excelsior in regards to securing an easement on the adjoining property. Excelsior has agreed to the proposed plan and easement. Giorgi has requested the MTA grant conditional approval of the easement at this time.

A motion was made by Dan Novakovich to approve execution of the easement subject to staff, Engineer's & Solicitor's review. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

Wolfson Group

Patrick Donovan stated additional fire hydrant testing will be scheduled in the next few weeks to determine system capacities at the 222 Roundabout at the Tamarack Blvd.

Trinity Bible Fellowship Church

Ty Leinneweber has completed the second plan review and provided the draft review letter for the Board's review and requested approval to send the review letter to Trinity Bible Fellowship Church. There was a lengthy discussion of the project. The Board instructed Ty to revise the review letter as discussed.

A motion was made by Dan Novakovich to authorize the general manager to make an offer to the Trinity Bible Fellowship Church of installing a fire hydrant and sampling port in exchange for an easement to discharge water to the existing private storm water basins. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

Maidencreek Township Authority
August 18, 2022

A motion was made by Kevin Waszmer to authorize Ty Leinneweber to revise and finalize the review letter as discussed for Trinity Bible Fellowship Church and authorize SDE to send the letter to Trinity Bible Fellowship Church. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

APPROVAL OF THE MINUTES

A motion was made by Joe Rudderow III to waive the reading of the minutes and approve the June 16, 2022 regular meeting minutes and the July 1, 2022 meeting minutes as presented. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

LEAK REDUCTION REQUESTS – None.

NEW BUSINESS

Utility Billing Software

A motion was made by Joe Rudderow III to approve upgrading the utility billing software with Diversified Technology at a one-time cost of \$6,950.00 with a recurring annual support and maintenance fee of \$1,300.00 for a total of \$8,250.00. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, it passed unanimously.

Renegade Solutions, LLC

Patrick Donovan presented a proposal for Renegade Solutions to provide consulting services to the MTA to review the existing SCADA and communications system for coordination with the new well project by SDE.

A motion was made by Joe Rudderow III to engage Renegade Solutions, LLC, at a cost not to exceed \$2,000.00 for professional services working with SDE on the scope of work to review the existing SCADA and communications system for coordination with the new well project. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, it passed unanimously.

Manhole Repair Project

Ty Leinneweber stated construction to remove and replace manhole frames and covers is now complete and presented all documents to close out the project. Empire Services has provided Application for Change Order No. 2 & No. 3. Empire Services Final Application for Payment No. 2 in the amount of \$63,609.59 was presented for approval. After final payment of Application No. 2, the balance will be \$0. The final cost of the project was \$140,160.20. The One-Year Warranty period will begin August 18, 2022 and will run to August 18, 2023.

A motion was made by Joe Rudderow III to ratify acceptance and signing of Change Order No. 2 and Change Order No. 3 for Empire Services. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

Maidencreek Township Authority
August 18, 2022

A motion was made by Joe Rudderow III to approve and authorize payment of the Empire Services Final Application for Payment No. 2 in the amount of \$63,609.59 to close out the project leaving a zero balance. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, it passed unanimously.

Auditor Proposal

Mr. Donovan and the Board reviewed a proposal from William Koch & Associates for the MTA annual audit. The cost was considerably more than the previous auditor's fees. The Board instructed the general manager to obtain additional bids and report back to the Board with the proposals for further consideration.

Phillips Farm Permit Application

A motion was made by Joe Rudderow III to authorize signing of the NPDES Permit application for Discharges of Stormwater with Construction Activities by the General Manager and to authorize payment in the amount of \$3,700.00 made payable to Berks County Conservation District, payment of \$500.00 made payable to Berks County Clean Water Fund, and payment of \$700.00 made payable to Commonwealth of PA Clean Water Fund. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, it passed unanimously.

Safety Committee

Mr. Donovan requested the Board approve the resumption of the safety committee and authorize a designated amount per month for meeting expenses. Mr. Donovan would like to approach the Township and Muhlenberg Authority to join the safety committee.

A motion was made by Dan Novakovich to authorize an amount not to exceed \$150.00 per month for meeting expenses for the safety committee. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

UPDATES

Wolfson Group Fire Flow Meeting

Update provided.

Muhlenberg Township

Mr. Donovan provided an update on the meeting with SDE and the Muhlenberg Township Authority to discuss the possibility of installing a 12" main to provide bulk water service to supplement the Muhlenberg Township water supply in the future.

A motion was made by Dan Novakovich to authorize the professional staff to meet with Muhlenberg Township to discuss an interconnect between the municipalities. The motion was seconded by Jack May and hearing no questions on the motion, it passed unanimously.

MTA Website

Mr. Donovan stated the design of the MTA website has begun. As the website nears completion, a link will be provided for the Board to review the site and provide feedback.

UNFINISHED BUSINESS

None.

SOLICITOR'S REPORT

None.

ENGINEER'S REPORT

SDE submitted a written report.

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 - \$36,439.23, Construction in Progress - \$40,661.09, Reimbursable Expenses Paid by Developer - \$2,247.85, Payroll Account Transfer from Operator Acct - \$80,000.00, Validate Checks Signed Between Meetings - \$1,926.60, Special Checks Requiring Special Handling - \$4,949.71, Additional Checks after Board Book Delivery - \$10,888.93. Jack May seconded the motion and hearing no questions on the motion, it passed unanimously.

RATIFY PAYMENT OF JULY BILLS

A motion was made by Jack May to ratify the following payments made in July: Routine/Regular Bill List - \$64,193.71, Construction in Progress - \$12,051.02, Reimbursable Expenses Paid by Developer - \$743.25, Emergency Account Transfer from Operator Acct - \$13,000.00, Validate Checks Signed Between Meetings - \$389.10, Special Checks Requiring Special Handling - \$22,267.57, Additional Checks after Board Book Delivery - \$598.10. Kevin Waszmer seconded the motion and hearing no questions on the motion, it passed unanimously.

ENGINEER'S/SOLICITOR'S REIMBURSABLE EXPENSES

A motion was made by Dan Novakovich to approve Professional Staff Reimbursable Expenses for SDE invoice #110050 in the amount of \$1,107.15. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, it passed unanimously.

A motion was made Kevin Waszmer to approve Professional Staff Reimbursable Expenses for SDE invoice #110045 in the amount of \$134.20. The motion was seconded by Joe Rudderow III and hearing no questions on the motion, it passed unanimously.

A motion was made by Joe Rudderow III to approve Professional Staff Reimbursable Expenses for SDE invoice #110051 in the amount of \$1,006.50. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, it passed unanimously.

Executive Session – The MTA Board went into executive session at 12:40 p.m. to 1:30 p.m. to discuss personnel matters.

Maidencreek Township Authority
August 18, 2022

The Board came out of executive session at 1:31 p.m. and took additional action.

Review of Wages and Benefits

The Board reviewed the wages and health insurance premium renewal proposal. The renewal calls for an 8.69 % increase in total premium costs. The MTA agreed to renew the existing insurance, but directed the General Manager to get additional quotes for the new year. If a better rate can be found, the Board will take action to approve a new plan. The current plan can be canceled with 30-day notice to the insurance carrier.

A motion was made by Dan Novakovich to renew the Aetna healthcare with a renewal date of October 1, 2022 conditional on the General Manager getting additional quotes and with no changes to the employee contribution percentage. The motion was seconded by Jack May and hearing no questions on the motion, the motion passed unanimously.

The Board reviewed the wage spreadsheets prepared by the General Manager. There was a lengthy discussion on the percentage of wage increase that should be given to the employees on October 1, 2022. Much of the discussion centered around the unprecedented inflation rate in the labor market. After the discussions concluded, the Board took action as follows:

A motion was made by Dan Novakovich to authorize a 5 % increase in wages for all employees effective October 1, 2022. The General Manager shall perform a wage survey in December 2022 or January 2023 and report the findings back to the Board. The Board will review the wage survey results as soon as they are available, and then evaluate if additional adjustments are needed to adjust for the high rate of inflation currently being experienced in the labor market. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, the motion passed unanimously.

A motion was made by Kevin Waszmer and seconded by Jack May to adjourn the meeting at 1:35 p.m.

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	Maidencreek Township Board of Supervisors
	Patrick Donovan, Maidencreek Township Authority General Manager	Maidencreek Township Planning Commission
	Greg Unger, Systems Design Engineering, Inc., MTA Engineer	Daniel Becker, Kozloff Stoudt, MTA Solicitor
	Maidencreek Township Manager	Maidencreek Township Authority Plant Operators
	Ontelaunee Township	