

Maidencreek Township Authority
October 20, 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 October 20, 2022 meeting of the Maidencreek Township Authority (MTA) to order at 11:00 a.m. at the Maidencreek Township municipal building and asked everyone to rise for the Pledge of Allegiance to the Flag.

PUBLIC COMMENT – None.

PLAN REVIEW

Giorgi Mushroom Company Project Titan C

Dan Becker of Kozloff Stoudt reported he spoke to Giorgi's attorney, Mark Koch, and he expects they will have everything ready by the November Board meeting. Nancy Hess of Kozloff Stoudt has prepared a list of outstanding items required for MTA to approve and execute the agreements and allow Giorgi to move forward with the project. This list was emailed to Giorgi and their attorney on October 17, 2022.

A motion was made by Dan Novakovich to approve the Water Service Agreement and the Easement for the Titan C Project conditional upon the items listed in Nancy Hess' email dated October 17, 2022 as follows:

1. Revised Plan (Exhibit "A" to both agreements) correctly depicting:
 - a. Property lines
 - b. Permanent easement
 - c. Temporary construction easement
 - d. Name of adjoining property owners
2. Metes and bounds legal description for the temporary construction easement
3. Payment of all fees owed to MTA, as follows:
 - a. \$239,400.00 for the tapping fees (30,000 gpd)
 - b. \$6,755.80 for past due legal and engineering fees
 - c. $\$371.50 + \$201.30 = \$572.80$ for current legal and engineering fees

and conditional upon the solicitor and engineer's review and approval. The motion was seconded by Joe Rudderow, III and hearing no questions on the motion, it passed unanimously.

A motion was made by Dan Novakovich to approve the review letter for Giorgi Company and authorize Ty Leinneweber of SDE to send the review letter to Giorgi Company. The motion was seconded by Joe Rudderow III and hearing no questions on the motion, it passed unanimously.

Wolfson Group

Mr. Donovan reported that SDE reviewed the proposed Maiden Creek Associates, L.P. plan. SDE has developed an alternative conceptual plan and review letter for the Board's consideration.

Both plans were reviewed in detail and there was a lengthy discussion regarding how to proceed. The Board authorized SDE to submit the review letter with the conceptual water system alternative along with the exhibits to the developer.

A motion was made by Dan Novakovich to approve the review letter for Maiden Creek Associates, L.P. and authorize Ty Leinneweber of SDE to send the review letter along with the exhibits to Maiden Creek Associates, L.P. The motion was seconded by Joe Rudderow III and hearing no questions on the motion, it passed unanimously.

Redner's Quick Shop

Mr. Donovan reported all engineer concerns have been addressed.

A motion was made by Kevin Waszmer to approve the review letter for the Redner's Quick Shop and authorize SDE to send the review letter to Redner's Properties, LP. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

Trinity Bible Fellowship Church

Mr. Donovan proposed requesting a \$5,000 contribution from the Trinity Bible Fellowship Church towards the water line extension. After some discussion, the Board agreed to having the church contribute \$5,000 to the installation of the line. The Board agreed to continue to classify the church an "R" for residential.

A motion was made by Dan Novakovich to authorize the general manager to request a \$5,000 contribution from the Trinity Bible Fellowship Church towards the water line extension on the Trinity Bible Fellowship Church property. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, it passed unanimously.

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

Forkin - 5704 Allentown Pike

Ty Leinneweber stated SDE received Sewer Connection Plans to connect 5704 Allentown Pike and 72A Dries Road to the MTA's gravity line located in Dries Road. SDE has completed the first plan review and provided the draft review letter for the Board's review and requested approval to send the review letter.

A motion was made by Kevin Waszmer to approve the review letter for Forkin/5704 Allentown Pike and authorized SDE to send the review letter to Forkin. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

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APPROVAL OF THE MINUTES

A motion was made by Joe Rudderow III to waive the reading of the minutes and approve the September 15, 2022 regular meeting minutes as presented. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

NEW BUSINESS

Destruction of Documents

Mr. Donovan stated the office staff has begun the process of reviewing MTA records that are currently in storage. A list of proposed documents for destruction has been provided to Mr. Becker for his review. Mr. Becker will review the current Pennsylvania Historical and Museum Commission guidelines regarding retention and destruction of records and provide guidance at the next Board meeting.

Township/Authority Winter Projects

Hunter Ahrens of Maidencreek Township lead the discussion regarding the possibility of the Township Road Crew providing man hours to the Authority on various MTA projects that need to be completed. A list of the projects was provided to the Board for their review. It would be mutually beneficial in terms of helping with the Township as a revenue source for the budget as well as the Authority benefitting from the road crew's various areas of expertise/experience. The Township Supervisors have authorized Hunter to negotiate with the MTA in terms of labor/equipment charges. Hunter asked if the MTA would consider authorizing the Township to assist with the completion of the projects. Mr. Becker of Kozloff Stoudt will confirm from a legal standpoint if the Township is performing the work for the MTA that it is excluded under municipal bidding requirements.

A motion was made by Dan Novakovich to approve and authorize the Township to perform the work for the MTA as outlined on the joint project list subject to Dan Becker's review and approval. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, it passed unanimously.

Phillips Farm Property

Mr. Donovan stated there are multiple properties along the Phillips Farm property that are encroaching onto the MTA property with various personal items. The Board was provided with photos. Mr. Donovan asked the Board for direction on how to best address this issue. After some discussion, the Board directed the general manager to send a letter to the homeowners instructing them to remove all personal property from MTA property within 30 days.

A motion was made by Kevin Waszmer to authorize the general manager to send a letter to the homeowners along the Phillips Farm property instructing them to remove all personal property from the MTA property within 30 days. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

Grant Submission

A motion was made by Dan Novakovich to authorize SDE to submit grant applications for numerous MTA projects to the Small Water & Sewer grant program and the ARPA H2O PA grant program. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, it passed unanimously.

Treetops Pump Station

Mr. Donovan stated a safety concern was raised at the October safety committee meeting in regards to the Treetops pump station. The driveway at this location is extremely steep and is a safety hazard. The Board directed the general manager to work with the safety committee to determine a solution along with associated costs to present to the Board.

LEAK REDUCTION REQUESTS – None.

UPDATES

Muhlenberg Interconnection

Mr. Donovan reported that there is a meeting scheduled for November 1st with Muhlenberg, Ontelaunee and Maidencreek to discuss options for a water interconnect. Mr. Donovan updated the Board on the status of notifying the Township Supervisors. A summary has been prepared of the Phillips Farm project, and this will be provided to the Board of Supervisors, and as directed by the MTA Board, an email outlining the Phillips Farm Project and municipal interconnect will be sent to the Maidencreek Supervisors.

Route 222 Project

Mr. Donovan reported the project is complete. He is awaiting the PennDot invoice for construction costs that the MTA is responsible for as per the reimbursement agreement.

Curb Box Repairs and Water Tank Cleaning

Mr. Donovan reported a list of properties has been identified for curb box maintenance. The contractor should have the repairs completed by next week. Mr. Donovan also reported the water tank located at Tree Tops has been pressure washed by Empire Services and looks to be in good condition.

Annual Performance Appraisals

Mr. Donovan stated all performance appraisals have been completed with the exception of Russ Stoudt. When all appraisals are complete, they will be provided to the Board for their review.

Kevin Waszmer

Mr. Waszmer announced November will be his last MTA meeting as a board member as he is moving out of the Maidencreek area.

SOLICITOR'S REPORT

None.

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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 - \$27,977.34, Construction in Progress - \$33,083.43, Reimbursable Expenses Paid by Developer - \$1,581.70, Payroll/Petty Cash Account Transfer from Operator Acct - \$80,300.00, Validate Checks Signed Between Meetings - \$0, Special Checks Requiring Special Handling - \$23,219.17, Additional Checks after Board Book Delivery - \$909.00. 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 Joe Rudderow III to approve Professional Staff Reimbursable Expenses for SDE invoice #110557 in the amount of \$201.30. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, it passed unanimously.

A motion was made Joe Rudderow III to approve Professional Staff Reimbursable Expenses for SDE invoice #110562 in the amount of \$134.20. The motion was seconded by Kevin Waszmer 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 #110563 in the amount of \$134.20. The motion was seconded by Kevin Waszmer 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 #110564 in the amount of \$335.50. The motion was seconded by Kevin Waszmer 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 Kozloff Stoudt invoice #189818-048 in the amount of \$405.00. The motion was seconded by Kevin Waszmer 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 Kozloff Stoudt invoice #189818-079 in the amount of \$371.50. The motion was seconded by Kevin Waszmer and hearing no questions on the motion, it passed unanimously.

A motion to adjourn was made by Joe Rudderow III and seconded by Kevin Waszmer to adjourn the meeting at 1:42 p.m.

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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
Maidencreek Township Manager
Ontelaunec Township

Maidencreek Township Board of Supervisors
Maidencreek Township Planning Commission
Daniel Becker, Kozloff Stoudt, MTA Solicitor
Maidencreek Township Authority Plant Operators