

Maidencreek Township Authority  
April 20, 2023

Attending Board Members: Dan Novakovich, Jack May, Joe Rudderow III, Jason Peters, Jim Nothwehr. Jason Peters did not participate in the executive session. Mr. Peters joined the regular meeting at 11:24 a.m.

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: Paul Janssen of the Center for Excellence in Local Government.

Jack May called the April 20, 2023 meeting of the Maidencreek Township Authority (MTA) to order at 10:00 a.m. at the Maidencreek Township municipal building and asked everyone to rise for the Pledge of Allegiance to the Flag.

**Executive Session** – The MTA went into an executive session immediately following the pledge of allegiance at 10:03 a.m. to discuss personnel matters with Paul Janssen. At 10:30 a.m. Mr. May and Mr. Becker left the executive session to meet with Jason Peters in the back conference room.

The MTA Board came out of executive session at 11:24 a.m. No action was taken.

PUBLIC COMMENT – None.

#### PLAN REVIEW

##### **Wolfson Group**

Ty Leinneweber of SDE received preliminary plans for Maiden Creek Associates, L.P. SDE completed the first plan review for water and sanitary sewer connections. Mr. Leinneweber provided the draft review letter for the Board's review and requested approval to send the review letter to Maiden Creek Associates, L.P. There was a lengthy discussion, and the Board provided changes to be made to the review letter. Mr. Becker will be required at a later date to prepare an operation and maintenance agreement for the private pump station.

A motion was made by Dan Novakovich to approve the review letter with the changes as discussed for Maiden Creek Associates, L.P. and authorize Ty Leinneweber of SDE to send the updated 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.

##### **Trinity Bible Fellowship Church**

Mr. Donovan reported the installation of the wet tap and a 20-foot line has been completed on the Trinity Bible Fellowship Church property. The contractor ran into a significant amount of solid rock during this installation. Due to this, Mr. Donovan suggested it is in the best interest of the MTA to not install a hydrant and sampling location on the church property at this time.

A motion was made by Jason Peters to authorize Mr. Donovan to notify the engineer for Trinity Bible Fellowship Church that the MTA will not pursue the installation of the hydrant and sampling port on the church property. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

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**Forkin - 5704 Allentown Pike**

No action this month.

APPROVAL OF THE MINUTES

A motion was made by Jim Nothwehr to waive the reading of the minutes and approve the March 16, 2023 regular meeting minutes as presented. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

A motion was made by Joe Rudderow III to waive the reading of the minutes and approve the April 5, 2023 meeting minutes as presented. The motion was seconded by Jim Nothwehr. Hearing no questions on the motion, Jason Peters abstained. The motion passed.

NEW BUSINESS

**April Shut-Off List**

A motion was made by Dan Novakovich to approve the April Shut-Off list as presented. The motion was seconded by Jason Peters and hearing no questions on the motion, it passed unanimously.

**PMRS Pension Plan**

Mr. Donovan presented the PMRS contract documents and provided a review of the plan. Mr. Donovan reviewed in detail with the Board how future excess interest allocations will be distributed to the employees.

A motion was made by Dan Novakovich to approve and authorize the appropriate Board members to sign Resolution 2023 01 04 Electing to Amend its Non-Uniform Pension Plan Administered by the Pennsylvania Municipal Retirement System and the Pennsylvania Municipal Retirement System contract documents. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

UPDATES

**Board Email Addresses/Devices**

Patrick Donovan reported the iPads have been delivered. Stratix Systems will contact Patrick in the next few weeks to schedule setup of the devices. The office staff will work with Jack May to purchase carrying cases.

**Muhlenberg Interconnection**

Mr. Donovan stated he and Mr. Becker met with the Muhlenberg staff regarding the proposed Muhlenberg Interconnection. The engineer from Muhlenberg has some additional work to do before development of the Memorandum of Understanding can begin.

LEAK REDUCTION REQUESTS

**William Groh III, 17 Mountain View Lane, Blandon**

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A motion was made by Dan Novakovich to authorize an additional credit for the second quarter affected for the one-time leak reduction per MTA policy for William Groh III, 17 Mountain View Lane. The motion was seconded by Jason Peters and hearing no questions on the motion, it passed unanimously.

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 - \$51,147.68, Construction in Progress - \$7,368.66, Reimbursable Expenses Paid by Developer - \$0, Payroll Account Transfer from Operator Acct - \$80,000.00, Emergency Account Transfer from Operator Acct - \$15,000.00, Petty Cash Account Transfer from Operator Acct - \$300.00, Validate Checks Signed Between Meetings - \$0, Special Checks Requiring Special Handling - \$31,499.68, Additional Checks after Board Book Delivery - \$12,747.24. Jim Nothwehr seconded the motion and hearing no questions on the motion, it passed unanimously.

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

A motion to adjourn was made by Dan Novakovich and seconded by Joe Rudderow III to adjourn the meeting at 12:43 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	