

Maidencreek Township Authority
December 21, 2023

Attending Board Members: Jack May, Jim Nothwehr, Dan Novakovich, Joe Rudderow III, Tom Evansky

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

Jack May called the December 21, 2023 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.

Board Member Resignation

Joe Rudderow III submitted his letter of resignation to the Board today. Jack May read the letter aloud, and there was some discussion on the matter. The Board accepted his resignation with regrets effective December 31, 2023 and thanked Joe for his service. Mr. Donovan will forward the resignation letter to the Township for their consideration for a new Board member.

A motion was made by Tom Evansky to accept with regrets the resignation of Joe Rudderow III effective December 31, 2023. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

PLAN REVIEW

Crossing at Maidencreek

Ty Leinneuber of SDE reviewed the revised plan submitted on 11/03/23. Ty provided the draft of the second review letter for the Board's review and requested approval to send the review letter to Crossing at Maidencreek. The plan has been revised to propose 39 single family homes with 7 of the homes serviced by grinder pumps for sanitary sewer. There was a lengthy discussion of the project, and the Board authorized SDE to send the review letter.

A motion was made by Jim Nothwehr to approve the review letter as discussed for Crossing at Maidencreek and authorize Ty Leinneuber of SDE to send the finalized review letter to Crossing at Maidencreek. The motion was seconded by Tom Evansky and hearing no questions on the motion, it passed unanimously.

Wolfson Group

Ty Leinneuber of SDE reviewed the revised plan submitted on 10/20/23. Ty provided the draft of the third 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 of the project, and all questions were answered. The Board directed Ty to amend the review letter with the changes discussed, and approved SDE to send the amended review letter.

A motion was made by Tom Evansky to approve the review letter with the changes discussed for Maiden Creek Associates, L.P. and authorize Ty Leinneuber of SDE to send the

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finalized review letter to Maiden Creek Associates, L.P. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

APPROVAL OF THE MINUTES

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

NEW BUSINESS

Phillip's Farm Well House Construction Project

Ty Leinneweber reported construction began on December 8, 2023.

Blooming Glen Contractors, Inc. submitted Pay Application 1 for payment. The request was for \$35,514.00 with a balance to finish of \$3,219,160.00, which includes 10% retainage for the amount of work completed to date.

A motion was made by Joe Rudderow III to approve and authorize payment of the Blooming Glen Contractors, Inc. for General Application for Payment No. 1 in the amount of \$35,514.00 upon review and approval of SDE. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

W. C. Eshenaur & Son, Inc. submitted Pay Application 1 for payment. The request was for \$2,250.00 with a balance to finish of \$137,955.00, which includes 10% retainage for the amount of work completed to date.

A motion was made by Tom Evanosky to approve and authorize payment of the W. C. Eshenaur & Son, Inc. Application for Plumbing Payment No. 1 in the amount of \$2,250.00 upon review and approval of SDE. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

Rogers Mechanical Company submitted Pay Application 1 for payment. The request was for \$6,165.00 with a balance to finish of \$175,835.00, which includes 10% retainage for the amount of work completed to date.

A motion was made by Dan Novakovich to approve and authorize payment of the Rogers Mechanical Company Application for HVAC Payment No. 1 in the amount of \$6,165.00 upon review and approval of SDE. The motion was seconded by Tom Evanosky and hearing no questions on the motion, it passed unanimously.

Water Rate Resolution

A motion was made by Jim Nothwehr to approve and sign Resolution No. 2023-12-01 amending and increasing water service rates by 5% for 2024 effective October 1, 2023. The motion was seconded by Tom Evanosky and hearing no questions on the motion, it passed unanimously.

Sewer Rate Resolution

A motion was made by Dan Novakovich to approve and sign Resolution No. 2023-12-02 amending and increasing sewer service rates by 5% for 2024 effective October 1, 2023. The motion was seconded by Tom Evanosky and hearing no questions on the motion, it passed unanimously.

Ontelaunee Township

A motion was made by Jim Nothwehr to approve raising the sewer service rates for Ontelaunee Township by 5%. The motion was seconded by Tom Evanosky and hearing no questions on the motion, it passed unanimously.

Office Lease Renewal

A motion was made by Tom Evanosky to approve the terms of the Commercial Lease Agreement as presented for a term of ten years and issue a lump sum payment to the Township in the amount of \$173,400.00. The motion was seconded by Dan Novakovich and hearing no questions on the motion, it passed unanimously.

2024 Budget and Five-Year Financial Plan

A motion was made by Jim Nothwehr to approve the 2024 Budget and Five-Year Financial Plan as presented. The motion was seconded by Tom Evanosky and hearing no questions on the motion, it passed unanimously.

January Shut-Off List

A motion was made by Tom Evanosky to approve the January Shut-Off list as presented. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

Christmas Holiday

Mr. Donovan asked the Board for approval to grant the full-time Authority employees the day after Christmas off as a paid holiday. The operators would be able to float the day off based on staffing needs. Mr. Donovan advised this has been past practice for the Board to grant the day after Christmas off for the last few years.

A motion was made by Joseph Rudderow III to grant the day after Christmas off as a paid holiday to the full-time MTA employees. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

Office Holiday Schedule

A motion was made by Jim Nothwehr to authorize the Authority office to be closed from December 26, 2023 to January 1, 2024. The motion was seconded by Tom Evanosky and hearing no questions on the motion, it passed unanimously.

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Purchase of Tires

Mr. Donovan reported the standard tires on the new 2023 Ford trucks are not sufficient for all weather conditions. Kantner's Tire Service will give the MTA a credit for the standard tires and install new tires for a very good price.

A motion was made by Tom Evanosky to authorize the purchase and installation of aggressive tires for the two 2023 Ford pickup trucks. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

2024 Board Meeting Advertisement

A motion was made by Joe Rudderow III to advertise the 2024 Reorganization meeting and the 2024 monthly Board meetings to be held at 11:00 AM on the third Thursday. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

July 2023 Flood Damage

Mr. Donovan reported all documentation has been completed. Selective Insurance Company has requested photos and elevation certifications and for each building. SDE is in the process of providing this information as quickly as possible.

Greg Unger of SDE reported he and Ty are continuing to evaluate engineering options for stormwater mitigation for raising the berm at the treatment plant. They plan to have additional information/recommendations for the next Board meeting.

SDE reported the UV project is in progress. Mr. Unger stated he is working with the contractor for installation costs through COSTARS. He is also working with DEP to keep them informed of the project. Installation is anticipated to be in May or June.

UNFINISHED BUSINESS – None.

LEAK REDUCTION REQUESTS

Shaina Huntington, 148 Cornerstone Drive, Blandon

A motion was made by Jim Nothwehr to authorize a one-time leak reduction per MTA policy for Shaina Huntington, 148 Cornerstone Drive. The motion was seconded by Tom Evanosky and hearing no questions on the motion, it passed unanimously.

UPDATES

Bond Issuance

Mr. Donovan reported the bond has been issued and the funds are at Fulton Bank awaiting transfer to PLGIT.

Antenna Radio Read System

Mr. Donovan spoke to the land acquisition contact. Timing of the tower construction will likely be in 2025. Patrick will work with the Township for future status up-dates. The MTA elected to wait on purchasing the antenna radio read equipment until 2025.

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Muhlenberg Interconnection

Mr. Becker provided a review of the current proposal from Muhlenberg Township. This was discussed in more detail in executive session.

State Grant Status

Mr. Donovan reported the Commonwealth Financing Authority (CFA) has made the grant award determinations. Unfortunately, the MTA was not awarded any funding for the grant requests that were submitted.

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 Jim Nothwehr to accept the Treasurer's Report and authorize the following payments as presented: Routine/Regular Bill List - \$70,846.88, Construction in Progress - \$75,607.82, Reimbursable Expenses Paid by Developer - \$1,552.50, Payroll Account Transfer from Operator Acct - \$80,000.00, Emergency Account Transfer from Operator Acct - \$0, CIP Account Transfer from Operator Acct - \$25,000.00, Validate Checks Signed Between Meetings - \$22,994.44, Special Checks Requiring Special Handling - \$35,727.43, Additional Checks after Board Book Delivery - \$273,539.37 for a total amount of \$585,268.44. Joe Rudderow III 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 Kozloff Stoudt invoice #196968-081 in the amount of \$1,552.50. The motion was seconded by Jim Nothwehr and hearing no questions on the motion, it passed unanimously.

Executive Session – The MTA Board went into executive session at 12:13 p.m. to 12:20 p.m. to discuss the Muhlenberg Interconnect Agreement.

The MTA Board came out of executive session at 12:20 p.m. and took action as follows:

The MTA Board directed the General Manager and professional staff to continue to negotiate the terms of the Muhlenberg Interconnect Agreement consistent with the executive session discussion.

A motion to adjourn was made by Dan Novakovich and seconded by Tom Evanosky to adjourn the meeting at 12:21 p.m.

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