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March 5, 2008

Bethel Township Municipal Authority
PO Box 24
Bethel, PA 19507

ATTN: David Younker, Chairman

RE: Monthly Report for March '08

Dave and Board Members,

This office has been working on the following items this past month and would like to update the Board as follows:

PENNVEST FINANCING MATTERS:

1. This office worked alongside the Authority members as well as their staff and other professionals in providing the necessary closing documents for the PENNVEST closing. As of 2/28/08 the financing with PENNVEST has been officially closed.

TAP IN FEE'S:

2. As discussed with Frank Leber and Terry Parish (this morning) we will prepare a thorough list of current residents within the current service area for distribution of connection stakes and for inclusion in the existing service area. This will be prepared in advance of next month's meeting to complement Terry's work in this regard.

CONSTRUCTION MANAGEMENT AND LOGISTICS:

3. As discussed with Frank Leber and Terry Parish (this morning) we will issue the Notice to Proceed for the various contracts. As part of that letter we will distribute additional sets of plans and spec books to the appropriate parties. **The Board may want to consider formalizing the Notice to Proceed at this evening's meeting.**
4. We will coordinate the schedules of all necessary parties for the scheduling of the pre-construction meetings. We have already contacted PADEP and PENNEST staff for the scheduling process. At this point we are anticipating having three (3) separate pre-construction meetings as follows:
 - a. Contract # 1 – Frystown Collection Lines
 - b. Contract # 2 – Bethel Collection Lines.
 - c. Contracts # 3 – # 8 Construction of the WWTP's (Frystown & Bethel), Pump Stations & M/E/P work.

5. As of this date, all sewer collection facilities have been staked in the field and this office resumes our efforts in video-taping the current conditions (pre-construction) for record purposes. The Frystown taping has been completed; we are still working in Bethel.
6. We have received shop drawings for Contract # 2 (Bethel Collection lines) from Marks Contracting. In anticipation of the eminent closing and subsequent Notice to Proceed we have reviewed all submittals and have stamped a significant portion of them as APPROVED. A few require minor modifications and/or verifications. We will forward these approved shop drawings after the Notice to Proceed is issued (later this week).
7. We have ordered stakes for the residents to physically stake their lateral locations. These stakes will be handed out by the Resident Project Representatives (inspection staff) in advance of the need and will be coordinated with specific construction schedules in the respective work vicinity.

PLAN REVISIONS:

8. As the Board is aware, we have issued two (2) changes to the plans necessitated by the easements this past month. The revisions have been completed (plans) and official Change Orders will be necessary and should be considered for **ACTION by the Board** as follows:
 - a. Revisions to Frystown (vicinity of Fire Company): The plans were revised in the vicinity of the Fire Company in order to avoid a particular property. The plan revisions are available for Board input and review. We have attached a DRAFT Change Order (#1 for Contract # 1) for Board Action.
 - b. Revisions to Bethel (vicinity of Old 22 Pump Station): The plans were revised in the vicinity of the Old 22 Pump Station in order to avoid a particular property. The plan revisions are available for Board input and review. We have attached a DRAFT Change Order (#1 for Contract # 2).
9. Conversations with the Engineer for the Seigrist development have revealed a possible need to adjust one of the manhole locations in order to coordinate the two (2) projects. This should be limited to a minor revision (shift of manhole location) but we would like to finalize this to include with the Contractor prior to him ordering the precast manholes. As a result we would request the **Board authorize the Surveyor to Stake out the property corners for the Wastewater Treatment Plant** (Frystown) in order that Seigrist's surveyor can readily tie into our location and determine any shifts required.

STATUS OF PERMITS:

10. As the Authority may be aware, all permits required from outside agencies have been issued as required for the PENNVEST closing.
11. As part of the preparation process (anticipation of construction) we have contacted the Township office for any other permits and/or inspections that may be required for the construction process. As the Board may recall, the Township Supervisors previously waived the formal Township review and application process for Land

Development. In our recent discussions with the Township, we were instructed by the Township Secretary that the Board (BTMA) approach the Supervisors to discuss any remaining permits/applications and/or inspections needed for the construction of these facilities.

PUBLIC RELATIONS/MISC. INFORMATION:

12. As a reminder the Authority has scheduled an informational (community) meeting for the residents on March 24, 2008. We will be preparing various documents to aid in the efficient dissemination of information. Among those documents we were anticipating having the following information:
 - a. Shaded up plans for the two (2) collection systems (Frystown & Bethel). We intend on posting these plans along the walls of the meeting room in order to accommodate larger crowds in a more efficient manner.
 - b. A general report and description of the overall improvements and project description.
 - c. A general report describing what to expect during the construction process.
 - d. A list of contact information for the residents to contact during the construction project. In addition to providing our contact information to the residents the Board may want to discuss logistics of any other contact numbers they want to provide the residents with.

13. As a courtesy to the residents and as a matter of practical information distribution we will need to distribute letters to all residents affected by the project. We would like to discuss logistics and timing of this letter with the Board relative to the community meeting as the letter itself could serve as an additional means of advertising.

DEVELOPMENT PLAN STATUS:

14. We continue receiving plans and additional information for the following development projects:
 - a. Industrial Development Authority property (Route I-78 Industrial Park at Bethel). Consisting of the development of approximately 400 acres.
 - b. Werner Truck Terminal (Frystown) site (commercial trucking facility).
 - c. Eugene & Carole Seigrist (Frystown) site (approximately 55 unit residential development).

As requested we have not begun these reviews until the developers establish appropriate escrow funds for the associated review and administrative fees, etc. Terry Parish distributed a Draft resolution this past month to the Board members and may have something for the **Board to consider at this evening's meeting** in this regard.

Should there be any questions, please feel free to contact me.

Sincerely,
Vision Engineering, Inc.

John K. Roche, P.E.