

**BETHEL TOWNSHIP MUNICIPAL AUTHORITY  
MINUTES**

**May 7, 2008**

The meeting of the Bethel Township Municipal Authority was called to order by Chairman David Younker at 7:07 p.m. on May 7, 2008 at the Bethel Township Community Center, Bethel PA.

Pledge of Allegiance

**Roll Call**

Chairman Younker called the roll:

Rufus Geesaman – present

Harold Gruber – present

Kevin Stupp –present

David Younker – present

Carl Weaver – present

Also present were John Roche and Darlene Orendo, Secretary.

**Public Comment on Agenda**

No public comment

**Approval of Minutes**

Harold Gruber made a motion to approve the minutes of April 2, 2008. Second by Rufus Geesaman. All agreed. Motion carried.

Kevin Stupp made a motion to approve the minutes of April 8, 2008. Second by Harold Gruber. All agreed. Motion carried.

**Member Report**

Rufus Geesaman reported on mail he received for the Authority for the month. A membership form from Berks County Public Works will be held and discussed at next month's meeting.

**Solicitor Report**

Solicitor Parish was absent from the meeting and no report was submitted. Several items will be discussed under the Engineer's report.

**Engineer's Report**

**PENNVEST FINANCING MATTERS:**

1. This office recommended payment of invoices (separate correspondence to the Board) for the construction project for the following listed contracts (through to 4/27/08) which would require Board action for payment:
  - a. Contract # 1 Frystown collection Lines (18.1% complete).

- b. Contract # 2 Bethel collection lines (18.8 % complete).
- c. Contract # 3 Bethel Pump Stations (1.8% complete).
- d. Contract # 4 Bethel Wastewater Treatment Plant (1.8% complete).
- e. Contract # 5 Frystown Wastewater Treatment Plant (1.4% complete).

#### **CONSTRUCTION MANAGEMENT AND LOGISTICS:**

- 2. We continue providing the Board with our inspection reports (email) and have provided hard copies for Board Members of this past month's activities. In summary the work has been progressing as follows:
  - a. **Contract # 1** – Frystown Collection Lines. The work on the collection lines in Frystown is well underway. Generally, the main line has been constructed from the Wastewater Treatment Plant north to the Fire Company. The work recently has been completing the western spur along Frystown Road.
  - b. **Contract # 2** – Bethel Collection Lines. The work on the collection lines in Bethel is well underway. Generally, the main line has been constructed from the Lancaster Avenue Pump Station north to the vicinity of Green Alley. The work recently has been completing the western spur towards and along Old Route 22.
  - c. **Contracts # 3 – # 8** The pre-construction meeting was held this past month for these contracts. No significant work has begun to date. Primarily this office has been receiving various submittals of shop drawings, etc. that we have been reviewing and distributing as necessary to other parties (electrical engineer, mechanical engineer, plumbing engineer, etc).
- 3. We continue staking the sewer lines and manholes as needed and are providing the contractor with the appropriate cut sheets establishing the grades and lines.
- 4. We continue providing lateral stakes for the residents to physically stake their lateral locations. These stakes are being 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. As of yesterday the entire village of Frystown should have received their lateral stakes. These were distributed due to the uncertainty and timing of the ongoing construction project (several changes made to date).

#### **PLAN REVISIONS:**

- 5. As the Board may be aware, we have encountered additional revision to the plans necessitated by various items this past month.
  - a. Minor Revisions to Bethel (vicinity of Old Route 22 (western section): included the shifting of a manhole (# 23) a short distance to move it from interfering with existing improvements. This revision did not require a change order.

- b. Another section of Bethel (in and around Strawberry Alley) we were asked to review a revision to the sewer line to accommodate the local residents. We expect to have this review completed shortly (in advance of the contractor working) and will report our findings to the Board.

#### **STATUS OF PERMITS:**

- 6. As previously reported last month, this office has filed the necessary permits (Township Building permits) and is awaiting the Township's review. This office received initial review comments this month and as part of addressing some of the concerns (particularly relating to accessibility standards) questions arose as to the applicability of these requirements. We are awaiting an official determination on these requirements and will notify the board as soon as we are told. Some compliance may require additional changes in the project facilities.

#### **PUBLIC RELATIONS/ MISC. INFORMATION:**

- 7. As discussed last month, this office issued a second mailing to memorialize the Board's recent decisions at last month's meeting(s). The letter was distributed to all affected residents and was also posted on our website for reference purposes. Although the Board members received draft electronic copies, we have included a hard copy in the Board member's packets.

#### **ACTION ITEM STATUS:**

- 8. The Draft technical manual prepared by Terry Parish has not been reviewed as of yet, but we will keep this as a secondary priority as the review of submittals (shop drawings, development plans, etc.) diminishes.
- 9. We were requested to review two (2) lateral connections of properties that wanted shared laterals. Our findings generally did not concur that there were no other alternatives available and we would recommend maintaining the two (2) laterals.

#### **ITEMS REQUIRING FURTHER BOARD INPUT/DIRECTION:**

- 10. In our plan reviews for the following development projects we have highlighted items the Board may want to discuss further as follows:
  - a. **General Board Policy on reserving capacity.** The Board may want to consider what requirements they will establish as part of their policy in reserving capacity with the various developers in the event that there are more developers than available capacity.
  - b. **Gene Seigrist residential development.** We have revised plans but have placed the final plan review on hold temporarily.
  - c. **Werner Trucking Development.** The current plan proposes the installation of a pump station to service the site. A follow up conversation with the developer's engineer indicated that the pump station was proposed to facilitate movement on the project. The reason a gravity line was not pursued was due to the lack of easements/permission on the downstream property(s) and not as a result of feasibility. We have attached a current zoning map of this area to facilitate further Board discussion on the gravity line with respect to the current zoning and

- current Township direction with regards to the 537 (sewer) plan revisions. The Board should evaluate the long term associated costs with apparent redundant infrastructure in this area.
- d. **Berks County IDA property development.** The developer's engineer is working on more detailed plans for review of the proposed sanitary sewer improvements on the site and surrounding vicinity based upon feedback received at the recent joint meeting. To date, this office has not received any additional information.
  - e. **Trammel Crow Development.** There has been initial contact from this developer with some questions but plans have not been received to date. The attorney is requesting the Board consider the previously submitted "non-residential" capacity allocation agreement with the developer of this site (furnished additional copies in the Board's packets) and if the Board is comfortable authorize Terry to forward the agreement to the developer.

The following notes were taken during discussion of the Engineer's report.

There were several items requiring further Board input and direction.

**a.** Discussion took place with members regarding Werner Trucking Development and the current plan to install a pump station on the site. This was proposed solely to facilitate movement of the project. Problems with obtaining easements was hindering Werner from pursuing a gravity line not the feasibility. A zoning map was given to all members for review of the area and the gravity line. John requested the Members consider what the best interest of the Authority is in the big picture and future development. The Authority would have to maintain any of these facilities put in by developers. Harold Gruber had a question regarding the Truck Stop and their intent to hook into the system. They have not expressed any interest to date. Supervisor Randall Haag mentioned that The Gables at Frystown has 4 -5 undeveloped lots on the east side of Camp Swatara Rd and felt once the system was in place they would have some interest in connection. John Roche stated that we need to take a comprehensive look at the area. David Younker stated the Board should also get the opinion of the Solicitor.

Andrew Mele from Trammel Crow spoke to members and advised that they are currently working with Werner and wish to coordinate a system that was most effective for both. He also mentioned he had been in discussion with DEP that day and was setting up a meeting with them and requesting John Roche attend.

A motion was made by Rufus Geesaman to authorize the Engineer to attend a meeting with DEP, Trammel Crow and Werner Trucking to discuss the best way to go for the future. Second by Harold Gruber. All agreed. Motion carried.

**c.** A non-residential capacity allocation agreement was then discussed for the Trammel Crow development. Rufus Geesaman advised members he read over the agreement and felt the Authority was protected. After discussion, Rufus Geesaman made a motion adopt the agreement for the Authority to use. Kevin Stupp seconded the motion. All agreed. Motion carried. John will coordinate the agreement with Solicitor Parish.

## Unfinished Business

Gloria Eisler easement – Resolved

## New Business

Rufus received a letter from the auditor with some suggestions for the Authority to implement to mitigate risk. Rufus will furnish copies to members for detailed discussion at the next meeting. He also advised members the auditor would be willing to sit with us for some training. Rufus also received a bid from Wesley Weiant for replacement of several trees on his line. This is a little premature and will be filed for future use.

David Younker advised members he received several phone calls from residents regarding the location of laterals etc... He said they were all valid questions. John advised members that we do not have answers for all but a technical manual is currently in the works. David also mentioned that restoration to lawns was also questioned by several residents. John will discuss with the contractor. There is a time frame for restoration and they were hoping for some settling to occur before this begins.

Rufus Geesaman then acknowledged Beverly Diem, 9740 Old 22, Bethel who came to discuss the option of an additional lateral on her property for future development. She wanted the Board to look at the feasibility and bring it to the Board's attention. John Roche advised members it would also have to be looked at for future development. He also said we need to keep the integrity of the line and also balance the cost and may consider charging the land owner. John felt approximately \$500 would cover the cost and advised it would cost a lot more later. David Younker stated that in most cases if the land owner wants the additional lateral it makes sense to do it now but additional cost should fall on the land owner. This does not automatically guarantee the land owner approval by the Township. The land owner would have to follow the necessary procedures and permits for approval at that later time. After discussion, Rufus Geesaman made a motion that if a resident wants an additional lateral for possible future development we would require actual cost of material billed by the contractor paid to the Authority. Second by Carl Weaver. All agreed. Motion carried.

Carl Giorgio, 9531 Old Rte 22 had a question for the Board regarding hook up. John Roche stated we do not want to be un-responsible and may have to make an exception to the general rule. Rufus Geesaman felt this situation should be looked at and David Younker stated that it would fall on the recommendation of John Roche. There may be more and they would also have to be reviewed by John Roche on a case to case basis as they arise.

Harold Gruber had a question about discontinuing the payroll of the secretary through the Township and setting up our own. Supervisor Randall Haag advised the secretary to discuss this with the Township secretary. He had met with a representative of Thomas Insurance Group and felt we would be covered.

Color selections for the buildings were then discussed. All members were in agreement to have the architect make the choices to coordinate with the design.

## Authorization of Payment of Bills

Rufus advised members that the interest payment on the Penn Vest loan will automatically be deducted from our checking account. He also advised that the PENNWORKS payment is due on the first of the month. In order to pay the bill on time

he would pay one month in advance. Rufus then made a motion in order to make the interest payment to PENNWORKS on time we authorize the payment one month in advance. Kevin Stuff seconded the motion. All agreed. Motion carried.

Rufus then made a motion to pay all the bills. Second by Kevin Stupp. All agreed. Motion carried.

Rufus also advised members he had all the additional paperwork compiled that was requested by PENNWORKS against the grant and loan requisition. It is boxed and ready to be delivered to them. He calculated that between himself and the secretary it took approximately 40 hours to complete the paperwork.

### **Public Comment**

Albert Coringrato, 1920 Camp Swatara Rd, wanted some clarification on tap in fees concerning his apartment building containing 4 units in Frystown. Rufus Geesaman advised him any existing residential buildings as of 2/28/08 would have the tap in fee waived but a user fee for each apartment would be charged.

Robert Beamesderfer, representing the Frystown Lions Club, had several questions for the Board regarding laterals for the playground. Members advised him that laterals will be put in for future use at no charge but requested the Club decide the best location for the laterals.

Jesse Zook, 9607 Old 22 had a question on connection and user fees for his building with 2 units. He was advised that it is considered one building for tap in fee but will be charged 2 user fees.

### **Adjournment**

A motion to adjourn the meeting at 8:40 p.m. was made by Kevin Stupp Second by Rufus Geesaman. All agreed. Motion carried.

Respectfully Submitted,

Darlene M. Orendo  
Secretary