

**BETHEL TOWNSHIP MUNICIPAL AUTHORITY
MINUTES**

JUNE 6, 2007

The meeting of the Bethel Township Municipal Authority was called to order by Chairman David Younker at 7:05 p.m. on June 6, 2007 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 Andrew Gaul of Fisher Engineering, Solicitor Terry Parish, and Darlene Orendo, Secretary.

Public Comment on Agenda

No public comment

Approval of Minutes

Secretary Darlene Orendo corrected a line from the minutes and Harold Gruber made a motion to approve the minutes of May 2, 2007. Second by Rufus Geesaman. All agreed. Motion carried.

Member Report

Rufus Geesaman advised members he is in contact with PENNWORKS and has been working with them on what expenditures are allowable to submit against the grant and loan and has been running into some conflicts. After discussion with members, Solicitor Parish advised Rufus to contact Frank Leber, bond counsel and have him get involved with the negotiations. Rufus advised members he was working with Andrew to get some grant allocations. A state conference for PMMA to be held at State College in September was also discussed. Solicitor Parish urged members to have someone from the Authority attend. The Secretary was directed to add this to the agenda for the July meeting. Rufus also reported that PENNVEST has chosen the Authority to participate in an online fund distribution program. Training will be needed.

Solicitor Report

Attorney Parish stated that all items to be discussed are under Unfinished Business.

Engineer Report

Bethel Township Municipal Authority
Monthly Report for June '07

Financing Items Status:

1. This office participated in a “webinar” (online training seminar) hosted by PENNVEST to assist in moving ahead with the project. This project will be part of the “inaugural implementation” of the newly instituted “on-line” funds disbursement program. The “webinar” was recorded and can be accessed.
2. As requested, this office has assisted the treasurer (Rufus) in reallocating the categories for the PENNWORKS grant/loan package. We will forward this request for action by DCED upon finalization.

Village of Frystown:

3. As an update to the Easements required for the Village of Frystown we would present the following summary information:
Total Number of Easements required for Frystown: **44**
Easements
Total Number of Easements prepared/forwarded to Attorney Parrish: **39 Easements**
Total Number of Easements remaining: **5 Easements**
The five (5) remaining easements should be completed within the next week or two and will be forwarded to Terry Parrish for his further processing in this regard.
4. As directed by the board last month we explained the Board’s position (not running sewer through an old shed) for a property of a Township resident (along Seymour Drive). The property owner (Jason Moyer) had some legal questions which we referred to Terry Parrish.
- 5.

Village of Bethel:

6. This office is finalizing some revisions to the sanitary sewer lines to avoid conflicts with the actual location of the water line (as recently located) as well as some property lines that were established through field survey.
7. As an update to the Easements required for the Village of Bethel we would present the following summary information:
Total Number of Easements required for Bethel: **42**
Easements
Total Number of Easements prepared/forwarded to Attorney Parrish: **9 Easements**
Total Number of Easements remaining: **33**
Easements

General System Information & Logistics:

8. The project manual (technical specifications and legal requirements for bidding and construction) will continue this month. We will coordinate our efforts with Terry Parrish as necessary.
9. We are waiting on final documents, plans, information, etc. from the various suppliers and other sub consultants (electrical, mechanical, plumbing, Architect, etc.) to complete the contract documents. Furthermore as a result of some recent changes (location of wet well) we are anticipating a later bid date than our original target date. As the documents are finalized in the coming weeks we will have a more certain schedule for the Board.

Coordination work with Other Consultants:

10. We are continuing our coordination efforts with the project Architect as directed by the Board. Additionally we are working with the structural engineer as necessary in completing the various structure designs.

11. We have continued our coordination efforts with the Mechanical Electrical & Plumbing (MEP) engineer (Arris Engineering) in completing the various system designs, layouts, plans and specifications.

Other Input required from the Board:

12. This office has met with PADOT permitting staff to discuss the various requirements which would ultimately affect the bid project (pay items such as pavement restoration, etc.). And now that the scope of work (PADOT right-of-way) is fairly certain we have prepared the associated quantities (contract pay items). We would like to submit the Highway Occupancy Permits and would ask the Board to authorize the chairman to sign these applications for forwarding onto PADOT.

A motion was made by Rufus Geesaman to have the Chairman sign the Highway Occupancy Permits this evening to be submitted to PADOT. Second by Carl Weaver. All agreed. Motion carried.

Unfinished Business

Attorney Parish reported on the following items:

- Frystown easement updates – Attorney Parish reported that there some discrepancies with the number of easements recorded and received from Fisher Engineering. He has recorded 42 to date and will sort through and report back at the next meeting. He has not sent out any firm letters to date and will do so after he can confirm that correct action from his office has been taken on all the easements.
- Printz – Settlement is complete.
- Fire Co land acquisition – Has filed the condemnation and easement and advised that the Authority is not required to have settlement with the Fire Co. After discussion a motion was made by Rufus Geesaman to have Attorney Parish prepare a deed and send it to Carl Weaver to submit to the Fire Co.
- Capacity Agreement – A motion was made by Rufus Geesaman to clean up the tap in fee item on the agreement and send out to prospective developers. Kevin Stupp seconded the motion. All agreed. Motion carried.
David Younker questioned the Township sewer ordinance with the Township Supervisor's present. Supervisor Randall Haag advised members the hearing on that subject has been advertised for June 18, at 6:30 PM.

New Business

Rufus Geesaman reported to members as a note of interest that while at the Township office a card was dropped off from a man that owns and operates a business for sewer equipment here in Bethel Township. Both Rufus and Randall Haag spoke to him regarding his business. They both felt this would be a contact for the Authority as the project proceeds. David Younker mentioned that cost of equipment should be factored in with the tap in fees. Supervisor, Randall Haag also mentioned cost sharing with Tulpehocken Township may be an option along with the possibility of some grant money for equipment.

The possibility of an extra meeting in July was also discussed if required. Andrew Gaul will check with John Roche who was absent this evening as he feels John has a better perspective on the project and timeline.

Rufus advised members his personal email address has been changed. Right now he is receiving email for the Authority under his personal account. He will set up a new email account for the Authority at the Township office.

Authorization Payment of Bills

Rufus Geesaman made a motion to pay all the bills and transfer \$32,000 from the line of credit. Second by Kevin Stupp All agreed. Motion carried. The balance of funds transferred will pay additional bills.

Public Comment

Christian Swope wanted to see the plan for the Bethel sewer lines. Andrew will show him after the meeting.

Adjournment:

Rufus Geesaman made a motion to adjourn the meeting at 8:40 pm. Motion seconded by Harold Gruber. All agreed. Motion carried.
Respectfully Submitted

Darlene M. Orendo
Secretary