

**BETHEL TOWNSHIP MUNICIPAL AUTHORITY
MINUTES**

MARCH 7, 2007

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

Public Comment on Agenda

No public comment

Approval of Minutes

Kevin Stupp made a motion to approve the minutes of February 7, 2007. Second by Harold Gruber. All agreed. Motion carried.

Member Report

Rufus Geesaman stated that several advertisements were received for review and file. He also reported he has been in correspondence with PENNWORKS concerning the requisition he had submitted to them for reimbursement of costs from February 2006-2007. He has sent 3 different copies adjusting items to meet their wishes. He has spent a total of 14 hours to date. Rufus also reported that the 2006 audit is complete and in compliance.

Darlene Orendo mentioned to members that a new Township newsletter is to be printed this spring and the Board has the option to be included and update the community of our progress. After discussion, Rufus Geesaman made a motion to have the Secretary put an article together for the newsletter. Second by Carl Weaver.

Chairman Younker deviated from the agenda at this time and gave Brian Boyer of Bursich Associates an opportunity to make a presentation to the members. Mr. Boyer represents Werner Truck. They are planning a truck terminal behind Gables of Frystown and the Fort Motel. He stated that Werner would be looking at a usage of approximately 10,000 gallons a day and is seeking direction from the Board. They would have on site water. According to preliminary plans the first option for sewer

would be a gravity flow along the streambed. The second option would be a forced main to the top of hill, then gravity flow toward Route 645. After discussion with the Board, Attorney Parish suggested that Mr. Boyer could proceed as follows:

1. Provide a letter requesting commitment;
2. Work with Fisher Engineering on feasibility and design.

Solicitor Report

Attorney Parish stated that several items to be discussed are under Unfinished Business with two other issues to be covered now.

The first issue was the Treasurer and Assistant Treasurer Bond and increase. He has done some investigation of this issue in the regulations and did not find a requirement for the treasurer to be bonded. He will contact the Association and get some answers.

The second issue reported was concerning the driveway issue with Andrew Zeiset from the February meeting. A draft of the agreement was reviewed and sent to John Roche and Andrew Zeiset. Copies were given to each member of the Board for review. Harold Gruber suggested members have time to review the agreement until the next meeting.

Engineer Report

The following is the monthly engineer's report.

3/07/07

Bethel Township Municipal Authority
Monthly Report for March '07

Financing Items Status:

1. The PENNVEST loan application and supporting documents have been submitted in advance of the targeted submission deadline (February 20, 2007). We have recently (this past week) provided PENNVEST with additional information and/or clarifications to the original application package. The entire package is current being reviewed by PENNVEST staff and consultants.
2. This office attended several meetings (Berks County Planning Commission & Berks County Agricultural Preservation Board) along with Dave Younker to gain the required approvals and concurrence for the PENNVEST application.
3. PENNWORKS has requested a revised draw down schedule. We have provided the Board with a draft copy for their review and input in this regard prior to sending on to DCED.

Village of Frystown:

4. We were requested to review a general feasibility of connecting a new truck center (Werner Trucking) into the proposed sewer (via gravity). We have completed this study and have a plan to present to the Authority this evening with our findings in this regard.
5. The Detailed Boundary Survey work (Frystown and Bethel) has been delayed slightly with the occurrence of some boundary discrepancies that are being worked on. With the completion of these surveys we will forward the easements of these properties to the Solicitor for his further review and processing in this regard.
6. The Highway Occupancy permit package has been completed and will be submitted this week.

Village of Bethel:

7. This office continues addressing the review comments of the **E&SPC Report** and Plan together with the various General Permit and NPDES applications as issued by the Berks County Conservation District. This work has been delayed due to the processing of Land Development Plans with the Township for the various sites (Sewage treatment plants) for consistency between documents (Land Development plans & E/SC). .
8. The right-of-way widths (PADOT) have been finalized by our surveyor and just received last week. We will finalize the Highway Occupancy permit package for submission to PADOT this month.

General System Information & Logistics:

9. As the Authority is aware, the Income Survey results came in (achieved the 80% response rate) thanks to the extra efforts of the Authority members. We have forwarded these result along with the other supporting documents for PENNVEST in their review of the funding application.
10. As authorized last month we have executed a contract with Arris Engineering for the Mechanical, Electrical & Plumbing (MEP) facilities. We did have an initial meeting with Arris Engineering regarding the project scope and schedule. At some point in the near future they may be requesting further input from the board for their design services.
11. We will proceed over the next month in preparing Land Development Plans and submitting them to the Township for review as well as any driveway permits as necessary. The board may want to discuss logistics with regards to the plan submission and review by the Township as well as the presentation to the Township boards (PC & BOS).
12. We will continue our coordination efforts with the architect in completing some architectural layouts (and building designs) for the various sites (Treatment plants and pump stations). Currently the plans are proceeding with adequate room for equipment and testing (small lab at Bethel only). However, if the Authority has any additional input for the Architect to work with, please advise accordingly.

After discussion of the report Rufus Geesaman stated concern that some storage should be planned in the layout and building at Bethel covered under #12 of the Engineer's report. Members then discussed the need for extra storage area and future expansion for the Bethel site and came up with several ideas . John Roche showed members a sketch plan from the architect on the Frystown plant and mentioned he will request the architect sketch some additional design recommended by members tonight for the next meeting.

Unfinished Business

- Frystown easement updates – Attorney Parish stated that 39 easements were mailed with 22 returned. He is also waiting for some additional survey work to be completed to issue the remaining easements in Frystown.
- Printz – Appraisal – Attorney Parish received a letter from Mrs. Printz accepting the offer of \$20,000 just compensation. Attorney Parish will prepare documents for settlement and condemnation.
- Zook – The easement was received and will be recorded.
- Fire Co land acquisition – Attorney Parish to prepare documents for next month.
- Bond – Previously discussed.

- RCAP – Rufus Geesaman mentioned that an additional bill was received for the survey work of \$4561.00 was received for a total of \$8,811.00. A copy of the survey results was emailed to members. It was requested that a copy of the survey results be sent to the Board of Supervisor’s.
- Lateral Inspection - John Roche mentioned that he had some legal concerns about the lateral inspection quote and referred them to Attorney Parish. Attorney Parish will check into for next month.

Rufus Geesaman stated that the audit from Faren, Garcia & Garman is complete. He also mentioned that he had to mail the last three years of audits to Penn Vest. Rufus also stated that he is in the process of setting up the new computer and Quick Books and mentioned the audit firm would come out and set up and assist Rufus for 4 hours at \$70/hr. They would set it up to comply with audit standards. After discussion, Carl Weaver made a motion to authorize the fee for this work. Second by Kevin Stupp. All agreed. Motion carried. Rufus will contact them and set up a date.

Rufus also mentioned that the new computer should have a surge protector and battery back up. Carl Weaver made a motion to authorize the purchase of the surge protector and battery back up for the new computer system. Kevin Stupp seconded the motion. All agreed. Motion carried.

David Younker recommended that the back up disc for the computer be taken to a house or a different location instead of being stored at the Township office.

New Business

David Younker had a phone call from Burnell Strite, 584 Frystown Rd requesting a revision to his easement. He would like a gradual slope the same as the adjacent property owner. David suggested John Roche look at for the next meeting.

Rufus Geesaman requested the secretary mail a copy of the resolution that was adopted back in January to appoint Fisher Engineering for 2007 to DCED to the attention of Shelly Corwell.

Authorization Payment of Bills

Rufus Geesaman made a motion to pay all the bills and transfer \$38,000 from the line of credit to cover the Zook payment as well. Second by Harold Gruber. All agreed. Motion carried.

Admin. Payroll -	219.95
Engineer -	28,520.65
Professional Fees	5,761.00 (RCAP & Appraisal fee)
Office Supplies -	135.00
Official Bond -	1,000.00
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	35,647.66

Public Comment

Andrew Zeiset asked whether the connection fee would be based on road front footage. Attorney Parish stated that that type of fee is not commonly used anymore, so it unlikely, but the decision has not yet been made. He suggests that we wait until

we hear back from Penn Vest on grants and loans and that will determine the fee passed on to the property owner. Attorney Parish also mentioned that the Authority is likely to have each homeowner acquire their own plumber for hook up.

He asked another question concerning whether the Authority would have a list of plumbers they would recommend to the property owner to use for hook up. Attorney Parish mentioned that this is the engineer's decision. John Roche said there are standards that have to be met for inspection, but they would probably not pre-qualify plumbers.

Mr. Zeiset then asked if there will be a particular inspector. Attorney Parish mentioned that the Authority will probably have its own inspector. By law the Township cannot name a sole inspector.

His next question concerned the sequence. It was discussed that once the main line is in place, then residents affected would be given notice to connect (typically 60-90 days).

Mr. Zeiset's final question concerned whether the line or the plant would be installed/built first. Attorney Parish and Engineer John Roche indicated that they would be done basically together.

Supervisor Randall Haag questioned the proposed driveway agreement between BTMA and Andrew Zeiset, concerning maintenance and dedication to the township etc. It was stated that the township must be in agreement with this latest proposal. Attorney Parish recommended to Andrew Zeiset that he talk to the Planning Commission and the Board of Supervisors about the proposed agreement. He also stated that the Authority does not wish to go against the Supervisors desires and concerns in this matter.

Randall Haag also reported to the Authority that the sales agreement between BCIDA and Martha Klahr was executed and the Township office has a new copier.

Christian Swope, 8255 Lancaster Avenue, Bethel, stated that he discussed the matter of voluntarily hooking into the system (they are not required) with other neighbors and they are not interested in hooking into the system.

Adjournment:

Harold Gruber made a motion to adjourn the meeting at 9:05 pm. Motion seconded by Rufus Geesaman. All agreed. Motion carried.

Respectfully Submitted

Darlene M. Orendo
Secretary