

**BETHEL TOWNSHIP MUNICIPAL AUTHORITY
MINUTES**

September 3, 2008

The meeting of the Bethel Township Municipal Authority was called to order by Chairman David Younker at 7: 00 p.m. on September 3, 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 Solicitor Parish, John Roche and Darlene Orendo, Secretary.

Public Comment on Agenda

Gene Brown had a question regarding Werner Trucking and the status of their project.

Approval of Minutes

Rufus Geesaman made a motion to approve the minutes of August 6, 2008. Second by Harold Gruber. All agreed. Motion carried.

Member Report

Rufus Geesaman reported that he received two earth disturbance inspection reports from Berks County for the month. Several issues were cited in the first inspection but were resolved once the second inspection was completed. Several advertisements were received during the month along with a letter from PMAA regarding a request to vote on a forum and a Fall get together for Regions II & III.

At this time Chairman Younker acknowledged George Moyer. Mr. Moyer came to discuss the way a sewer line area was finished along the road at the east end of Frystown. The area cannot be farmed due to a newly installed man hole. When the area of ground around the man hole was seeded it was left with indentations and very uneven. Mr. Moyer reported that it should have more top soil and reseeded so it can be mowed. After discussion the board requested John contact the contractor regarding this issue. The secretary took Mr. Moyer's phone number in case he would have to be contacted.

Solicitor Report

Solicitor Parish reported that he received all the easements for Trammel Crow except one. The outstanding easement was discussed and Solicitor Parish will send a second letter. He also requested the Board adopt a new resolution to replace Resolution

2008-26 after he reworked and rewrote it. Rufus Geesaman made a motion to adopt Resolution 2008-27. Second by Carl Weaver. All agreed. Motion carried.

He also reported that he had met with John and the surveyor at Vision's office in Lititz regarding the easement changes to Strawberry Alley earlier in the month. John will send out the paper work for signatures once complete.

Engineer's Report

This office has been working on the following items this past month and would like to update the Board as follows: (items denoted with "*" have accompanying information in the Board's packet. Items denoted with "***" have been forwarded to board members prior correspondence this month).

DEVELOPMENT MATTERS FOR BOARD ACTION (POTENTIAL ACTIVE VISITORS):

1. *The Authority received a request from HRG (developer's consultant) asking the Board to evaluate the willingness to serve a site (east end of Fort Motel Drive) with Sanitary Sewer Service. The site is located immediately south of and adjacent to Route 78 to the east of Fort Motel Drive (Ulrich & Fox tracts) as shown more specifically on the attached packet of information. One item to note is that one (1) of the two (2) tracts (Fox) is currently zoned Agricultural and is also outside the proposed sewer service area (current 537 plan revision). Any willingness to serve this particular site with sanitary sewer would require input from the Township Board of Supervisors to address their intent on the zoning and ACT 537 plan.
2. *This office received some information regarding the Werner Truck Site development with respect to the further processing of the 537 plan revisions that requires some board input. The PADEP is requiring the exact location of the pump station to be determined prior to the submission of the 537 plan for the purpose of adequate environmental clearances along with the sewage planning. The developer is requesting the Board's input and direction on the following matters:
 - a. Is the Authority satisfied with the location of the pump station?
 - b. An additional question, although not asked would be what is the Authority's overall position of this pump station relative to the overall surrounding area with respect to sewer service.

Our recommendations and background on this matter are provided in separate correspondence to the Board members.

3. *Berks County IDA development. As an update to this plan and our prior review comments (last month) we have prepared additional review comments of a general nature only as we have been informed by the developer's engineer that they will be revising the sanitary sewer layout to address Land Development revisions (storm water management) on the site. Related to our general comments the Board may want to further discuss the sewer on this site and the surrounding area relative to the original sewer service area (537 Plan).

4. **The Authority received correspondence from the Trammell Crow development requesting the Board to consider reducing the pipe size (10" to 8" diameter). This office has reviewed this request and made our recommendations to the board (separate letter).

FINANCING MATTERS (PENNVEST & PENNWORKS):

5. **This office recommended payment of invoices (separate correspondence to the Board) for the construction project for the following listed contracts (through to 8/22/08) which would require Board action for payment. The payment details are attached (separate correspondence) and summarized as follows:
 - a. Contract # 1 Frystown collection Lines (86% complete to date) NO PAYMENT REQUESTED this month (TESTING & some restoration work completed).
 - b. Contract # 2 Bethel collection lines (64% complete to date).
 - c. Contract # 3 Bethel Pump Stations (14% complete).
 - d. Contract # 4 Bethel Wastewater Treatment Plant (35% complete).
 - e. Contract # 5 Frystown Wastewater Treatment Plant (31% complete).
6. **This office prepared a projected draw down schedule for DCED (PENNWORKS) at their request this month (separate correspondence sent to Board members).
7. PENNVEST (Vickie Johnson) and PADEP (Ed Ruch) have scheduled a meeting to review the project progress in the field. The meeting is scheduled for Friday September 5, 2008 (10 am) and we plan on discussing the following items:
 - a. Highlight the change orders to date.
 - b. Tour the project site to evaluate the progress.
 - c. Discuss the restoration of the alleys as currently proposed (alternate bid items awarded).
 - d. Discuss the request to consider adding an asphalt price adjustment into the contract due to the extraordinary price escalation.

CONSTRUCTION MANAGEMENT AND LOGISTICS:

8. *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 this past month included Testing and some restoration work (no paving). Generally, the substantial remaining work includes the following items:
 - i. Trench Restoration.
 - ii. Paving of the alleys and Roadways.

- b. **Contract # 2** – Bethel Collection Lines. The work on the collection lines in Bethel continues. Generally, the main line work at this point will be focused in the vicinity of Lancaster Avenue (east side) & Strawberry/Hill Alley.
- c. **Contracts # 3 – # 8** This office continues 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).
 - i. The **wastewater treatment** plants (**tanks**) for both Frystown and Bethel have been substantially completed this past month and are ready for testing.
 - ii. As an update to the **office trailer in Bethel**, in discussing the Board’s request to remove the trailer it was revealed that the full cost would have been incurred to remove the trailer prematurely (contract agreement between contractor & supplier). Therefore, it is our recommendation to maintain the office trailer in Bethel for the duration of the project for that reason. Once electric is provided this office can be more readily used.
 - iii. As an update to the **Electric Service** for the project, the MET ED representative (Fred Light) was recently contacted about the specific schedule and timing. We are still waiting on the official response to our question.
 - iv. As the work under Contracts # 6 - # 8 (Mechanical, Electrical, Plumbing) develop our sub consultant (Arris Engineering) will take a more active role in overseeing this portion of work (weekly site visits & guidance).
- 9. 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.
- 10. We received a request from PENNDOT to extend the current Highway Occupancy Permit (Bethel Collection Lines) for an additional 12 months. The application has been prepared as necessary to complete the project and would require **Board authorization** (chairman signature) for submission to PENNDOT.
- 11. This office contacted the plumbing contractor (TMI) regarding the possibility of installing the well pumps to assist Marks Contracting in filling the wastewater treatment tanks (for testing). We were generally instructed that this would require additional costs due to the staging and timing of the remainder of the improvements (buildings, electrical service, etc.).

PLAN REVISIONS:

- 12. As the Board may be aware, we have encountered additional revision to the plans (Change Orders (CO)) necessitated by various items for the project. As a follow up to our meeting last month we are presenting the below listed change orders as noted below:

- a. The following listed change orders have been discussed and authorized at various other meetings with the Board. We are providing official copies this evening for the chairman's signature as follows:
 - i. FRYSTOWN CO # 1: This revision was necessitated by the Authority not being able to secure an easement (vicinity of the Fire Company MH19 to MH20).
 - ii. FRYSTOWN CO # 2: This revision was in the vicinity of MH #3 (along SR645) adjacent to the Seigrist development and required an additional 48 lineal feet of pipe (under SR645).
 - iii. BETHEL CO # 1: This revision was necessitated by the Authority not being able to secure an easement (vicinity of the Old 22 Pump Station MH55 to MH41).
 - iv. BETHEL CO # 2: This revision was necessitated due to a conflict encountered during construction with a storm sewer pipe (vicinity of MH12 to MH12A) and was signed earlier this month.
 - v. BETHEL CO # 3: This revision was necessitated due to a change in grade encountered during construction which required the installation of an additional manhole (vicinity of Green Alley and Lancaster Avenue MH29 to MH29A (new)).
- b. BETHEL CO # 4: This revision was necessitated due to a check of sewer grades and service lines encountered during construction which required the re-working (shortening and lengthening) of manhole runs (vicinity of Strawberry Alley behind Jays Railings MH50 & MH52). We have been working with Terry's office in obtaining additional easements for this particular revision.
- c. *The following change order was submitted by JOAO & Bradley for the paving items due to the exorbitant increases in paving costs. We have attached the change order request for the Board's further consideration and will follow up with PENNVEST and PADEP on this particular change order (on site meeting).

PUBLIC RELATIONS/ MISC. INFORMATION:

13. We continue updating items on our website and certainly welcome any further suggestions on how this may be used for disseminating the project information.
14. As requested, this office has prepared a permit application which is an interactive (PDF) file that can either be completed online or printed and completed. We have provided the Board members a DRAFT copy for their further review that includes the most recent addition (legal language at the end).

ACTION ITEM STATUS:

15. The following listed items Draft are a secondary priority as the review of submittals (shop drawings, development plans, etc.) diminishes:
 - a. Draft Technical Manual.

- b. Lateral Specifications and details (Board directed last month to utilize the SDR-35 pipe for laterals).
 - c. Nutrient credits versus infrastructure improvements.
16. This office continues working with the ongoing 537 plan revisions. As an update, this past month the following items were addressed:
- a. This month the focus has been addressing the location of the pump station (Werner site) as noted and discussed above.
 - b. Larson Design Group is going to provide the Authority (and this office) with a DRAFT 537 plan revision for review prior to submission to the PADEP. To date, we have not received the draft submission for review, however, with the resolution of the above matter (pump station location) it is anticipated to receive a draft copy this month.

DEVELOPMENT PLAN STATUS:

17. In our plan reviews for the following development projects we have highlighted items the Board may want to **discuss and possibly take action** as deemed necessary as follows:
- a. ****Midway Industrial Development.** As requested last month, this office has distributed a letter (Township) regarding the development of this property and other associated properties requiring private sewage facilities that would require this Board to review such plans and applications.
 - b. **Dwight Miller Development (Village of Bethel).** This office received copies of plans for this development and will review them this month.
 - c. **Werner Trucking Development.** Current updates on this particular project include the following:
 - i. This office has been working with the site engineer in evaluating the location and service area of the proposed pump station. (action item above).
 - d. **Trammel Crow Development.** Current updates on this particular project include the following:
 - i. ****This office received a request from the developer's engineer regarding the resizing (reduction) of the sanitary sewer line (10" to 8"). We reviewed this request and issued our recommendations to the Board in this regard (separate correspondence).**
 - e. **Berks County IDA property development.** As an update to this project we would offer the following information to the Board:
 - i. ***This office has generally reviewed the plans this month for the sewer service on the site and has issued our review comments (separate correspondence).**

ITEMS REQUIRING FURTHER BOARD INPUT/DIRECTION:

18. ***As discussed last month, there may be a property located in the vicinity of the Village of Bethel (outside the current sewer service area) that may have potential**

wastewater disposal problems. As requested, we have provided the board with a cost estimate to accommodate this property connection (separate attachment).

19. *The construction of the Lancaster Avenue Pump Station & surrounding collections lines revealed significant amounts of ground water appearing in the trenches and pump station vicinity. We have obtained a proposal for professional environmental services to evaluate this groundwater and to make recommendations to the Board in this regard. We have provided copies of this proposal for the Board's further consideration and discussion.
20. **As requested last month, this office distributed a copy of the current/projected allocation of capacity for the Frystown Wastewater Treatment Plant.

Unfinished Business

The following notes were taken as discussed during the Engineer's report.

Development Matters:

1. **HRG:** Members discussed sending a recommendation of conditions to the Board of Supervisor's to include this site. This change would require a revision to the 537 plan and zoning to service this site. Rufus Geesaman made a motion to allow John to draft a letter with the Board's conditions to zoning and the 537 plan and enough capacity when they come to reserve. Motion seconded by Kevin Stupp. All agreed. Motion carried.

2. **Werner:** The Board reviewed a separate correspondence John prepared regarding the location of the pump station and their position on how it relates to the overall surrounding sewer service area. John recommended to accept with conditions to go deeper to service the entire area. This must be addressed before the 537 revision is approved. After discussion Rufus Geesaman made a motion to approve the location of the pump station with the condition to go 22' deep so it will serve the entire area along I78. Motion seconded by Carl Weaver. All agreed. Motion carried.

3. **IDA:** After discussion it was recommended this be researched further and discussed at a later time.

At this time members discussed a request from Trammel Crow's engineer regarding the resizing of the sewer line from 10" to 8. After discussion, Rufus Geesaman made a motion to keep the pipe size 10' from Trammel Crow to the Authority line. Seconded by Harold Gruber. All agreed. Motion carried.

Construction Management & Logistics:

- **Contract #3-8, Met Ed:** Members discussed their concern with this ongoing problem with Met Ed. Supervisor Randall Haag mentioned he had worked with Dan Logan on the Township project and recommended John contact him. Randall will give John a phone number to contact him. It was also recommended Solicitor Parish work with John to draft a letter to send to Senator Mike Folmer for his help in this matter.
- **HOP Extension:** Rufus Geesaman made a motion to have the Chairman sign the application to extend the current HOP permit for Bethel. Motion seconded by Kevin Stupp. All agreed. Motion carried.

11. A discussion followed to allow Marks Construction to use our well pumps to do some treatment tank testing was discussed. David Younker made a motion to give Marks Construction permission to use the well pumps if necessary. Second by Rufus Geesaman. All agreed. Motion carried.

Plan Revisions:

c: Paving change order: Members received a request for change order from Jao Bradley Contractor's with increased amounts to paving. John will discuss this cost increase with PENNVEST for their approval. An emergency meeting may be called to approve this change order at a later date.

Items Requiring Board Input:

18. An estimate was given to members for review in tonight's packet. Rufus Geesaman requested John find out if there is a problem from the SEO. John will check into this. Rufus then made a motion to approve the change order with the condition on the SEO citing the homeowner and stating it must be a remedy to the problem. If so, we will approve the change order. All agreed. Motion carried.

19. After discussion of the review and cost estimate by AES, Rufus Geesaman made a motion to authorize a study by AES to determine what we can do with the water. Second by Carl Weaver, All agreed. Motion carried.

Supervisor Randall Haag mentioned that the Dwight Miller variance had been denied by the Zoning Hearing Board. Put plans on hold at this time.

Unfinished Business:

Rufus Geesaman reported that he had researched a resident's estimate given to replace some landscaping (the decision to replace the trees was made earlier in the year by the Authority). A second quote from another landscaper was acquired by Rufus to make a comparison. The resident was looking to have Board approval so he could get this done as soon as possible. After discussion, a motion was made by Carl Weaver to offer \$1,150 to cover tree replacement costs. Motion seconded by Rufus Geesaman. All agreed. Motion carried. Rufus will contact the resident regarding this decision.

New Business

Air Conditioner: Rufus Geesaman reported the office air conditioner needs to be replaced. A motion was made by Harold Gruber to buy a new air conditioner on sale. Second by Kevin Stupp. All agreed. Motion carried.

Township Newsletter: Secretary Darlene Orendo advised members that our deadline for an update to the newsletter is September 10, 2008. Members requested Darlene work with John on an update to meet the deadline.

Gene Seigrist asked to address members at this time to share some concerns and make the Board aware of some issues with Joao & Bradley Construction. He said he has had to stay calm and put up with the crew working outside the easements and using some of the extra top soil. He agreed to allow them 4 top soil loads but said they ended up using approximately 10 loads without asking his permission. He requested the Board consider some restitution and or erase some of his review fees that are still outstanding.

Rufus Geesaman stated that the Authority could not be held responsible for the top soil and said that is an issue Gene should address with them. Solicitor Parish also advised Gene he had the right to bill the contractor for the extra top soil used and recommended that he do so. Gene told members they would not have to make a decision this evening.

Authorization of Payment of Bills

Rufus made a motion for authorization to pay the bills along with making payments for the contracts throughout the month as he has money to do so. Second by Harold Gruber. All approved. Motion carried.

Public Comment

Michael Musselman, 2070 Camp Swatara Rd, Myerstown said that a representative from Trammel Crow could not be there this evening but shared their concern at the engineering standstill on the 537 revision. He reiterated that Trammel Crow is ready to go. He also told the Board to keep up the good work.

Adjournment

A motion to adjourn the meeting at 8:50 p.m. was made by Carl Weaver. Second by Harold Gruber. All agreed. Motion carried.

Respectfully Submitted,

Darlene M. Orendo
Secretary