

**BETHEL TOWNSHIP MUNICIPAL AUTHORITY  
MINUTES**

**November 7, 2007**

The meeting of the Bethel Township Municipal Authority was called to order by Chairman David Younker at 7:09 p.m. on November 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 – absent

David Younker – present

Carl Weaver – present

Also present were Terry Parish, John Roche, Vision Engineering, Inc. and Darlene Orendo, Secretary.

**Public Comment on Agenda**

No public comment

**Approval of Minutes**

Harold Gruber made a motion to approve the minutes of October 4, 2007. Second by Rufus Geesaman. All agreed. Motion carried.

**Member Report**

Rufus Geesaman reported on several items of correspondence. He reported that the he received notice of a transfer of Penn Works loan money to FNB of Fredericksburg and mentioned that it takes approximately 2-1/2 – 3 weeks transfer time. He also advised members that Fisher Engineering did not charge the Authority to transfer any of our files and records over to Vision Engineering, Inc. A newsletter from PMAA was received. They are requesting municipal authorities contact their representative concerning co-sponsorship of procurement legislation to be introduced in the future.

It was also noted that the pre bid meeting was held on Friday, October 26, 2007 at the Community Center.

**Solicitor Report**

Solicitor Parish reported that executive session would be needed this evening for some litigation issues that have come up. He also reported that John had given him 19 more easement descriptions this evening.

## **Engineer's Report**

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Bethel Township Municipal Authority  
Monthly Report for November '07

### **Village of Bethel:**

1. Currently the various bid contracts established for this work includes the following:
  - a. Contract # 2 – Proposed Sanitary Sewer (Conveyance & Collection) Lines.
  - b. Contract # 3 – Proposed Pump Stations (Lancaster Avenue & Old 22).
  - c. Contract # 4 – Proposed Wastewater Treatment Facilities & Appurtenances.
  - d. Additionally portions of two (2) of the above contracts (Mechanical, Plumbing & Electrical work of contracts 3 & 4) are included in Contracts # 6, 7 & 8 respectively.
2. There were a few requests for revisions to the sewer plan layout during the past month. It was decided to maintain the priority for the bid plans and specifications to complete these revisions as field revisions. We will begin any specific revisions requiring easements so that the easements can be revised accordingly (limited to just a few easements).

### **Village of Frystown:**

3. Currently there are two (2) bid contracts established for this work including the following:
  - a. Contract # 1 – Proposed Sanitary Sewer (Conveyance & Collection) Lines.
  - b. Contract # 5 – Proposed Wastewater Treatment Facilities & Appurtenances.
  - c. Additionally portions of contract # 5 (Mechanical, Plumbing & Electrical work of contract5) is included in Contracts # 6, 7 & 8 respectively.
4. This office is working on an Addendum for the WWTP contract in Frystown to lower the floor elevation (influent lift station). The work primarily consists of revisions to the Architectural and Structural plans. This addendum should be issued later this week.

### **Coordination of Bidding Documents:**

5. This office has been distributing bid documents (plans and project manuals) to the various bidders for the eight (8) contracts. We have attached a list of plan holders

to date which totals approximately 97 plan holders for the eight contracts (18, 18, 13, 14, 15, 6, 4, and 9).

6. We are remitting various checks from bidders this evening to the Treasurer for the reimbursement of printing costs.
7. This office has received (and continues receiving) requests for information. So far we have received approximately eighteen (18) requests for information which we are responding to formally and may be issuing some addendums as a result. There were some legal requests which we have forwarded to Attorney Parish.

#### **Construction Management and Logistics:**

8. This office has retained a licensed professional engineer with 25 years of construction experience to start setting up the project as we near the construction phase of the project. In addition to setting up the construction phase, managing the inspectors and providing senior oversight of the various contractors, Jim will be assisting with other engineering needs as may arise until construction commences.

#### **Status of Easements:**

9. Terry Parish should now have (as of this evening) all remaining easements (Village of Bethel) with the exception of a few field changes as previously noted. These revisions will be completed after the bids are received if not sooner.

#### **Status of Permits:**

10. There are a few remaining Highway Occupancy Permits which need to be refilled with additional information for PENNDOT'S final review. Furthermore, the NPDES permit for Bethel needs to be resubmitted for the Berks County Conservation District's final review.

#### **Financing Status:**

11. Once the bids are received for the various contracts this office will enter the necessary data (pay items and bid prices) for the PENNVEST (electronic forms) closing. This information will eventually be used for tracking and payment purposes. We will assist Rufus in setting up the excel forms as required.

#### **Unfinished Business**

Solicitor Parish reported that the bids need to be fine tuned and may require a few addendums. He also advised members the response was encouraging and there was allot of interest. He also discussed a Capacity Agreement draft with the BCIDA. If approved by the solicitor for the County it could be used for other interested parties. A motion was made by Rufus Geesaman to authorize Solicitor Parish to go ahead with the agreement unless there are major changes. Second by Carl Weaver. All agreed. Motion carried.

Paul Killar, representing the Musselman's wanted to make sure they are doing everything that is required .Andrew Mele from Trumbull Crow, potential developer of the

Musselman farm introduced himself to the board and stated they are eager to get allocation and then commitment.

Med Ed service was discussed. John will follow up with the electrical engineer who took over the process and get a formal update.

An update on the township office space was given by Supervisor Randall Haag. He advised members that there is no electrical service at this time. He will continue to work with Met Ed to obtain service. He was also advised by BCIDA that they have to do some additional engineering due to some probes they dug and hit rock. This may delay plans for awhile.

Donald Daub representing Salem Church, Bethel asked who from their church is required to sign their easement. Solicitor Parish will get back to Donald.

The upcoming community meeting was tabled and will be kept on the agenda.

### **New Business**

The January reorganization meeting was discussed. David Younker made a motion to schedule the reorganization meeting for Thursday, January 3, 2008 at 7:30 pm. Harold Gruber seconded the motion. All agreed. Motion carried.

Rufus Geesaman made a motion to authorize the secretary to send a letter to our State Representative regarding cosponsoring the procurement legislation. Second by Kevin Stupp. All agreed. Motion carried.

Executive session was called by Chairman Younker at 7:55 to discuss litigations. The meeting reconvened at 8:15 pm. Solicitor Parish talked to the board about 8-9 easements that may need legal action. Some members will make personal contact before any action is taken.

### **Authorization of Payment of Bills**

Rufus Geesaman reported to members he had written a letter to the Department of Community and Economic Development regarding a change in the scope of work and requested a reallocation of funds approved through loan monies. He received approval of the change from the Commonwealth Financing Authority.

Rufus Geesaman made a motion to pay the bills with no transfer this month. Second by Harold Gruber. All agreed. Motion carried.

Rufus also reported he had received bills from Rhoads & Sinon for the final settlement with DCED and the revamp of the line of credit with the First National Bank of Fredericksburg. A motion was made to authorize payment to Rhoads & Sinon in the month of November. Second by Kevin Stupp. All agreed. Motion carried.

Mike Keeney, Old 22 Bethel spoke to Supervisor Randall Haag concerning the placement of the sewer line on his property. David Younker advised him it would be in front of the old house. Randall Haag will relay the message.

Randall Haag questioned the process after the bid opening. Solicitor Parish stated that they will read and tabulate the bids and will determine whether they can afford to build the system. The closing with Penn Vest must be held prior to awarding the contracts.

**Public Comment**

Christian Swope, Bethel inquired about the quality of the water to be discharged from the system and expressed concern regarding contamination. David Younker advised him the system is designed over and above DEP standards.

The meeting to tabulate the bids was advertised for November 21, 2007 at 7:00 pm at the Community Center.

**Adjournment**

A motion to adjourn the meeting at 8:33 pm was made by Harold Gruber. Second by Rufus Geesaman.

Respectfully Submitted,

Darlene M. Orendo  
Secretary