

**BETHEL TOWNSHIP MUNICIPAL AUTHORITY
MINUTES**

April 7, 2010

The meeting of the Bethel Township Municipal Authority was called to order by Chairman, David Younker at 7:03 p.m. on April 7, 2010 at the Bethel Township Community Center, Bethel PA.

Pledge of Allegiance

Roll Call

Chairman Younker called the roll:

David Younker – present

Harold Gruber – present

Rufus Geesaman – present

Kevin Stupp – present

Carl Weaver – present

Also present were Solicitor, Liz Magovern and Engineer, John Roche & Darlene Orendo, Secretary.

Public Comment

None

Approval of Minutes

Rufus Geesaman made a motion to approve the minutes for March 3, 2010. Second by Carl Weaver. All agreed. Motion carried.

Member Report

Rufus Geesaman reported the following to members:

1. A training session for plant operators by EnviroCorp will be held on April 27, 2010 at the Lantern Lodge, Myerstown. Pa. They have requested to come to the Lancaster Ave pump station and perform a maintenance procedure for training purposes. Our operator will attend the class. They will give us a credit for a maintenance call. David Younker made a motion to allow EnviroCorp to use our facility on April 27, 2010. Second by Rufus Geesaman. All agreed. Motion carried.
2. Rufus renewed our tax exemption status with Met Ed. We will receive a refund for some tax money that was charged at the Frystown pump station.
3. New DO meters ordered are here, we will receive a credit for the return.
4. Authority received the following information
 - a. A letter from PennWorks requesting an update of the project from the funding we received. John will assist Rufus.
 - b. A water report from Suburban Water testing.

5. Select Environmental Solutions submitted their February report to DEP stating that everything is running smoothly.

Solicitor Report

Solicitor Magovern reported the following:

1. A resolution for an agreement with Dean & Holly Kinard was presented to the board for approval. Rufus Geesaman made a motion to adopt Resolution #2010-06. Motion seconded by Carl Weaver. All agreed. Motion carried.
2. Met with the Diem's and are ready to go.
3. Warranties for the tank lining work were received and are awaiting final copies.
4. A resolution establishing a policy for collection of delinquent sewer bills was presented to the Board for approval. A motion was made by Rufus Geesaman to adopt Resolution #2010-07. Second by Kevin Stupp. All agreed. Motion carried.

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).

ACTION ITEMS FOR BOARD (POTENTIAL VISITORS):

1. Tank Lining Work (Marks Contracting/Dutchland, Inc. & I.K. Stoltzfus): This office met with all contractors, two Authority members, Liz Magovern and other representatives to resolve the warranties for this work. Upon adequate resolution (satisfaction of Liz Magovern) payment for this work would be appropriate.

FINANCING MATTERS (PENNVEST & PENNWORKS):

2. *This office is recommending payment of invoices (separate correspondence to the Board) for the construction project for the following listed contracts (through to 3/26/10) which would require Board action for payment. The payment details are attached (separate correspondence) and summarized as follows:
 - a. Contracts # 1, 2, 6 & 7 – NO PAYMENTS submitted this period.
 - b. Contract # 3 Bethel Pump Stations and appurtenances (106% complete to DATE see attached).
 - c. Contract # 4 Bethel Wastewater Treatment Plant and appurtenances (99% complete to DATE see attached).
 - d. Contract # 5 Frystown Wastewater Treatment Plant and appurtenances (101% complete to DATE see attached).
 - e. Contract # 8 Electrical Systems for WWTP and appurtenances (99% complete to DATE see attached).

CONSTRUCTION MANAGEMENT AND LOGISTICS:

3. Our inspection reports are available to the Board members (via our website) and can be furnished (paper copies) upon request. In summary the work has been progressing as follows:
 - a. **Contracts # 2 – # 5 (BETHEL & FRYSTOWN)** The work on the various contracts continues in varying degrees.
 - i. CONTRACT # 2 (Bethel Collection Lines)
 1. The preliminary punch list has been issued but no items addressed this past month.
 2. This contract is open and waiting for the Northern Extension work to begin.
 - ii. CONTRACT # 3 (Bethel Pump Stations). The final punch list of items will need to be addressed by the contractor.
 - iii. CONTRACT # 4 (Bethel WWTP)
 1. ** This office reviewed the final certification for the process design of the plant which needs to be revised to be consistent with the overall performance criteria (established in specs).
 2. The final punch list of items will need to be addressed by the contractor.
 - iv. Contract # 5 (Frystown WWTP).
 1. The plant is operational and resident connections have begun.
 2. The corrective work (building) as requested by the structural engineer was completed this month.
 3. We are awaiting the final certification (process design of the plant) for substantial completion.
 - b. **Contracts # 6 - # 8 (M.E.P. Work Bethel & Frystown).**
 1. * Contract # 6 – Mechanical Equipment (HVAC): Punch List work remaining.
 2. Contract # 7 – Plumbing Equipment: Punch List work remaining.
 3. * Contract # 8 – Electrical Equipment: Punch List work remaining.

OTHER MATTERS REQUIRING BOARD REVIEW AND/OR ACTION:

4. Sewer Connections and non-residential users:

- a. This office will continue working on a policy for handling the various types of non-residential users.
5. NORTHERN EXTENSION (Klahr Road). As an update, the status of the final design and permitting are progressing as follows:
 - a. This office has submitted the Water Quality Management permit (amendment) to PADEP staff for processing and approval. The Acceptance and Administrative Complete Letter was received this month for the permit application. The PADEP Technical Review began on or around March 10, 2010.
 - b. This office has received the approved permits (NPDES, E & S & GP-5) from the Berks County Conservation District.
 - c. This office has forwarded two easements (properties south of 78) to the attorney and will continue with the remaining easements.

The following notes were taken during the Engineer's report from discussion with the Board and Vision Engineering:

- A. **Action Items: (Tank Lining Work):** Solicitor Magovern recommended the Board approve release of payment to Marks Construction contingent on Board & Engineer review. At this time Kevin Stupp made a motion to approve release of payments for Contracts 3,4 & 5 contingent on Engineer, Solicitor and Board member agreement with the warranties. Motion second by Carl Weaver. All agreed. Motion carried.
- B. **Financing:** John will be meeting with Marks Construction on 4/8 concerning final payments, numbers may change. There is a dispute between specs and design which has held up substantial completion payment. Solicitor Magovern recommended that funds not be released until all is resolved.
- C. **Contract 4 (Bethel WWTP):** John has looked at all issues and problems. Original specs are not met. Miscommunication between sales and design. John will continue to meet and resolve issues. Rufus noted that the design report needs to meet the contractor's specs if it is not substantially complete.
- D. **Northern Extension:** David Younker recommended Rufus Geesaman and John Roche set up a meeting with Vickie Johnson to discuss some financing issues. There are also two easements that are required. John will get descriptions to Solicitor Magovern so she can prepare the easement documents.

At this time Supervisor Randall Haag, had a question regarding location of digging on Klahr Rd for the northern extension. This has not yet been determined. He advised the Township is looking at building a new office back off of the road. They have talked to a local contractor, and met with 2 lending institutions to date.

Unfinished Business

Joint service plan for generators – keep on agenda for next month.

Insurance bid – We are obtaining a quote from Marks Insurance, Myerstown. We will also seek a quote from the Berks County Cooperative Council – they give members a

5% discount and 1% to be donated to Albright Community Leadership Fund. We already have one from Thomas Insurance.

Solicitor Magovern and John Roche met with John Light regarding his property at 491 Frystown Rd, Pa. It was decided in the best interest to all that he is allowed to connect the property at the reduced fee of \$2600.00 plus the permit fee. He will also have to obtain an easement from the Frystown Fire Co.

New Business

Rufus Geesaman had a call from Plaster Equipment Co. regarding a sewage vac truck. After discussion it was decided that Rufus get some details from Spring Township about their truck and report back at the next meeting. This will stay on the agenda for next month.

Rufus Geesaman advised members that we had the same quote as last year from Hower Landscape to mow the properties. After discussion Rufus Geesaman made a motion to approve Hower Landscape mowing contract. Second by Kevin Stupp. All agreed. Motion carried.

Rufus also mentioned that the lateral for the Conservative Baptist Church in Frystown is on the opposite side of the paved road. Rufus will to contact Dale Bechtold for a price to install a new one off of Rose Alley.

Rufus and Lehmas will be setting up the Frystown building. He will get an estimate on shelving. He also mentioned that 10 properties in Frystown have not obtained permits to connect. They have until June 1, 2010. There are 20 outstanding in Bethel.

Supervisor Randall Haag had a question regarding yellow lines and joint seal's that are tore up on Legion Dr, Salem Rd and School Rd. John will check this in the language of the contract and add to the punch list.

Authorization of Payment of Bills

Rufus advised the auditor will be coming to the office on April 19th.

Rufus received correspondence from Penn Vest extending the amortization date to October 1, 2010. We will pay interest only until October 1. Penn Works – interests payments until February 1, 2027. Rufus suggested we start putting money away toward the payment that will earn interest.

Rufus Geesaman made a motion to pay all the bills and authorize payment of bills that come due before the next meeting. Second by Carl Weaver. All agreed. Motion carried.

Adjournment

A motion to adjourn the meeting at 8:30 p.m. was made by Harold Gruber. Second by Kevin Stupp.

Respectfully Submitted,

Darlene M. Orendo
Secretary