

**BETHEL TOWNSHIP MUNICIPAL AUTHORITY
MINUTES**

May 5, 2010

The meeting of the Bethel Township Municipal Authority was called to order by Chairman, David Younker at 7:03 p.m. on May 5, 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

Carl Giorgio had a question regarding the items to be completed on the punch list. He was advised that they are still working on the list and his items will be addressed.

Approval of Minutes

Harold Gruber made a motion to approve the minutes for April 7, 2010. Second by Carl Weaver. All agreed. Motion carried.

Member Report

Rufus Geesaman reported the following to members:

1. Select Environmental Solutions submitted their March report to DEP, no problems or water violations to report.
2. A letter from the audit completed in April was submitted for the Chairman's signature. Rufus Geesaman made a motion to have the Chairman sign the audit letter and return to Faren, Garcia & Garman, LLC. Seconded by Kevin Stupp. All agreed. Motion carried.
3. Midway Truck would like to move their lateral because they do not have any gravity flow where it is currently placed.
4. Snyder Developers contacted Dwight Miller and requested he have all 3 of their outstanding properties hooked up. The properties will be rented.

5. There are still 17 properties in Bethel that are not hooked up and 10 that have not obtained a permit. Rufus sent out a letter to all regarding Resolution 2010 -07 that explains the board's policy for delinquent bills. They were given a deadline of June 1, 2010. He also noted there are currently 40 properties connected in Frystown.

Solicitor Report

Solicitor Magovern reported the following:

1. A right of way agreement was sent to Rita Frantz and Martha Klahr regarding obtaining an easement for the northern extension. The Frantz agreement was signed and returned. Rufus will be meeting with a representative for Martha Klahr in the next few days. A motion was made by Rufus Geesaman to sign the easement agreement for the Frantz property. Motion seconded by Kevin Stupp. All agreed. Motion carried.
2. Copies of the warranties from Dutchland were presented to members for review. Solicitor Magovern assured members that they were considerate to address all the concerns. After discussion, Rufus Geesaman made a motion to sign and approve the warranties and maintenance agreement. Second by Carl Weaver. All agreed. Motion carried. Payment will be released.
3. Solicitor Magovern has secured an appraiser for the Kinard property that will do it for under \$1,000.00. She will also verify whether the Board owes a payment of \$400.00 to the Diem's to compensate them for crop damage.

Engineer's Report:

Monthly Report for April '10

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 4/27/10) which would require Board action for payment. The payment details are attached (separate correspondence) and summarized as follows:
 - a. Contracts # 1, 2, 4 & 6 – NO PAYMENTS submitted this period.

- b. * Contract # 3 Bethel Pump Stations and appurtenances (106% complete to DATE see attached).
- c. * Contract # 5 Frystown Wastewater Treatment Plant and appurtenances (101% complete to DATE see attached).
- d. * Contract # 7 Plumbing Systems for WWTP and appurtenances (99% 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 is wrapping up and continues primarily with punch list work.

i. CONTRACT # 2 (Bethel Collection Lines)

- 1. The preliminary punch list has been issued but no items addressed this past month.
- 2. With regards to the restoration of striping and sealing of joints we have discussed this with the contractor.
- 3. 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.

- 1. * Please refer to letter on the Drip Edge for the pump station buildings (as well as the Bethel WWTP) from our field representative requesting board input.

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 continue.
- 2. 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.
4. The MEP Engineer (Arris Engineering) will be compiling the various red line drawings to produce a composite as built drawing for the various MEP systems which we will coordinate and compile into our as-built drawings.

OTHER MATTERS REQUIRING BOARD REVIEW AND/OR ACTION:

4. **CHANGE ORDERS:** This office will be presenting the following change orders for the Board's further consideration as follows:

a. **CONTRACT # 2 (Bethel Collection Lines):**

- i. * **Change Order # 9:** To allow the contractor to move ahead with the boring/jacking work (casing pipe only) under I-78 while the remaining easements are obtained (northern extension) and the closing is scheduled and completed.

b. **CONTRACT # 5 (Frystown WWTP):**

- i. * **Change Order # 7 (MC # 9):** **Plumbing Changes and extras for the Township Building Sewer connections and appurtenances.**
- ii. * **Change Order # 8 (MC # 10):** **Additional Swale Grading** at the WWTP site (along and adjacent to Camp Swatara Road).
- iii. * **Change Order # (MC # 11):** **Structural (Lintel) work** to the Frystown Control building.
- iv. * **Change Order # 9 (MC # 12):** **Asphalt Price Adjustment** for the paving work in Frystown.

c. **CONTRACT # 7 (Plumbing Systems Various sites):** The change orders previously submitted and approved by the Board (# 1 - #4) required various changes due to disputes the Plumbing Engineer had with the contractor (sales tax, material substitutions, etc.). We anticipated having these Change Orders (approved before) in their FINAL FORMAT for the Board's concurrence but have not received the information to date as follows but hope to have this for the Board next month:

- i. * **Change Order # 1** – Oil Interceptor (extension) Bethel WWTP.
- ii. * **Change Oder # 2** – Eye Wash Station (Bethel WWTP).
- iii. * **Change Order # 3** – (CREDIT CHANGE ORDER) for elimination of Shower Stall and Sump Pump (Frystown Building).

- iv. * Change Order # 4 – Eye Wash Station (Frystown WWTP).
- 5. Sewer Connections and non-residential users:
 - a. An update on the Snyder Developer's properties is that they will be connecting the current properties and should be in touch with the Authority within the next few days.
 - b. * Conservative Baptist Church Sewer Connection (Frystown). As a result of last month's discussion we have prepared a sketch of this property to facilitate further discussion on this matter and our recommendations.
 - c. * # 491 Frystown Road sewer connection (Frystown). We have an overall sketch showing this property and would like to follow up last month's discussion on this matter.
 - d. This office will continue working on a policy for handling the various types of non-residential users.
- 6. NORTHERN EXTENSION (Klahr Road). As an update, the status of the final design and permitting are progressing as follows:
 - a. This office has now received the Water Quality Management permit (General Permit for Sewer Extension) from the PADEP. At this point all permits have been obtained.
 - b. This office will continue preparing the construction documents as directed.
 - c. Upon the Authority securing the remaining easements the PENNVEST loan closing should be scheduled as necessary.
 - d. In response to the request last month we have determined that the project will require the closing of Brown Road during construction.

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

- A. **Construction Management: (Contract 2 –Bethel Collection Lines):** With regard to the issues of striping and sealing from last month's meeting the following was reported: John will coordinate striping and costs with Supervisor Haag. He will also supply Solicitor Magovern with documents regarding the sealing for her review. John advised members that Marks Construction has stated that the maintenance contract is complete.
- B. **Change Orders: (Contract #2) – Change Order 9:** This change order was submitted for approval in order to close for financing. Rufus Geesaman made a motion to approve Contract #2 – Change Order #9. Second by Kevin Stupp. All agreed. Motion carried.
Contract #5: Change Order #8- Rufus Geesaman made a motion to approve Change Order #8, Contract #5. Second by Harold Gruber. All agreed. Motion carried.
Change Order #11- Rufus Geesaman made a motion to deny Change Order #11 to repair crack in the lintel. Second by Harold Gruber. All agreed. Motion carried.

Change Order # 9 – This change order will be held for next month. The Solicitor will verify for the next meeting.

Contract #4: Change Order #10 – Rufus Geesaman made a motion to approve Contract #4 – Change Order#10. Second by Kevin Stupp. All agreed. Motion carried.

Contract #3: Change Order #7 - Rufus Geesaman made a motion to approve Contract #3 – Change Order #7 for credit of the change order. Second by Carl Weaver. All agreed. Motion carried.

Sewer Connection:

b. Conservative Baptist Church – Rufus will obtain bids to bore under Chestnut Street and pave.

c. 491 Frystown Rd – John Roche advised it would not make sense to change and would recommend keeping as is. A vote was taken by all members to keep the same. John Roche will advise the home owner.

6. Northern Extension: Discussion of the closure of Brown Road during construction. It was determined any road closings must be done by the Board of Supervisor's. After discussion it was decided to have Solicitor Magovern email Attorney Orlando.

Unfinished Business

Joint service plan for generators – bids for next meeting

Insurance bid – It was decided to stay with the same carrier. Rufus Geesaman made a motion to renew our insurance with Selective Insurance, Thomas Insurance Agency. Motion seconded by Carl Weaver. All agreed. Motion carried.

Rufus Geesaman spoke to a Verizon Supervisor who advised that they will actively pursue connection of their office in Frystown.

New Business

Rufus advised a HOP permit for Horning's was received, it requires a signature from the Chairman. John and Solicitor Magovern will review. Rufus Geesaman made a motion to authorize signature by the Chairman pending review and approval by John and the Solicitor. Motion seconded by Harold Gruber. All agreed. Motion carried.

Mike Kreiser, plant operator mentioned that he has been noticing an accumulation of grease at the Lancaster Ave. pump station. This will be watched and some action may be required. John advised members he is working on a non-residential user policy, it will require some rules and regulations. Mike also had a question regarding the possibility of accepting some effluent flow from holding tank waste from Cressona to the Lancaster Ave. plant. The Board would like to wait until the plant has been in operation for one year before they accept any outside flow. Mike also advised members he will incorporate his business effective June 1, 2010. Solicitor Magovern will review the documents on behalf of the Board.

Authorization of Payment of Bills

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

Adjournment

A motion to adjourn the meeting at 8:47 p.m. was made by Harold Gruber. Second by Kevin Stupp.

Respectfully Submitted,

Darlene M. Orendo
Secretary