

**BETHEL TOWNSHIP MUNICIPAL AUTHORITY  
MINUTES**

**July 2, 2008**

The meeting of the Bethel Township Municipal Authority was called to order by Chairman David Younker at 7: 08 p.m. on July 2, 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 John Roche and Darlene Orendo, Secretary.

**Public Comment on Agenda**

No public comment

**Approval of Minutes**

Harold Gruber made a motion to approve the minutes of June 4, 2008. Second by Rufus Geesaman. All agreed. Motion carried.

**Member Report**

Rufus reported he had received a letter and 3 original copies of a capacity allocation agreement and a check to reserve 18 EDU's for Trammel Crow from Solicitor Parish. This will be discussed at tonight's meeting.

Rufus Geesaman also reported that he will be meeting with the auditor on July 7, 2008 to work on journal entries.

**Solicitor Report**

Solicitor Parish was absent from the meeting but had forwarded a resolution regarding tap in fees to be discussed and adopted by the Board at tonight's meeting.

After discussion regarding rewording, Rufus Geesaman made a motion to tentatively approve Resolution 2008-26 with condition of paragraph #2 amended to match the minutes and motion made at the April 2, 2008 meeting.

Motion seconded by Kevin Stupp. All agreed. Motion carried.

Harold Gruber made a motion to have the Chairman and Secretary sign the corrected resolution 2008-26 when complete. Second by Rufus Geesaman. 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:

### **PENNVEST FINANCING MATTERS:**

1. This office recommended payment of invoices (separate correspondence to the Board) for the construction project for the following listed contracts (through to 6/21/08) which would require Board action for payment:
  - a. Contract # 1 Frystown collection Lines (86% complete to date).
  - b. Contract # 2 Bethel collection lines (40% complete to date).
  - c. Contract # 3 Bethel Pump Stations (3% complete).
  - d. Contract # 4 Bethel Wastewater Treatment Plant (5% complete).
  - e. Contract # 5 Frystown Wastewater Treatment Plant (4% complete).

### **CONSTRUCTION MANAGEMENT AND LOGISTICS:**

2. 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 on the collection lines in Frystown has been completed. Generally, the substantial remaining work includes the following items:
    - i. Testing of Sewer Lines, manholes, etc.
    - ii. Trench Restoration.
    - iii. 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 is focused in the vicinity of Blackberry Alley. Work this month also included sewer line installation in and along Salem Road. Additionally restoration of the School Road trenching was completed (paved) and they are completing restoration work along Lancaster Avenue.
  - 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 plant submittals have been approved and went into production this past month. Work on the Bethel plant has begun, excavation for the tanks has been completed and they were scheduled to pour the concrete base today.
    - ii. The excavation for the Frystown tanks has begun but not completed to date.

3. 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.
4. We continue providing lateral stakes for the residents to physically stake their lateral locations. These stakes are being handed out by the Resident Project Representatives (inspection staff).

**PLAN REVISIONS:**

5. As the Board may be aware, we have encountered additional revision to the plans necessitated by various items this past month.
  - a. Another section of Bethel (in and around Strawberry Alley) we were asked to review a revision to the sewer line to accommodate the local residents. We expect to have this review completed shortly (in advance of the contractor working) and will report our findings to the Board. **We are currently working on this matter and have a plan revision to present to the Board for their consideration.**
  - b. The construction in Bethel encountered a storm sewer pipe and necessitates a revision to the sewer line layout (crossing under Lancaster Avenue). We are currently working with the contractor to complete the most cost effective alternative for this conflict. **No further progress on this matter from last month.**

**STATUS OF PERMITS:**

6. As a follow up to the building permits from the Township. Subsequent to the determination (that the BTMA was exempt from the UCC requirements) we were in a receipt of a letter identifying three outstanding items that need further discussion. **We have recently contacted the review agency to discuss further and are awaiting a return phone call.**

**PUBLIC RELATIONS/ MISC. INFORMATION:**

7. We continue updating items on our website and certainly welcome any further suggestions on how this may be used for disseminating the project information.

**ACTION ITEM STATUS:**

8. The Draft technical manual prepared by Terry Parish has not been reviewed as of yet, but we will keep this as a secondary priority as the review of submittals (shop drawings, development plans, etc.) diminishes.
9. This office has a working draft of the lateral specifications but have not completed them for distribution to the Board as of yet, but we will keep this as a secondary priority as the review of submittals (shop drawings, development plans, etc.) diminishes.
10. As a result of some discussions with the PADEP in regards to future developments within the sewer service area and PADEP requirements we are researching additional information for the Board's further evaluation and input on

the matter of nutrient credits versus infrastructure improvements, again working on this item as a secondary priority at this time.

11. This office continues working with the ongoing 537 plan revisions. As an update, this past month the following items were addressed:
  - a. This office attended the Township Board of Supervisors meeting with other (BTMA) board members. This office assisted board members in the discussion of the revised 537 plan and relayed the Board's requirements in this regard (relative to providing a regional sewer system and not a limited sewer system).
  - b. This office continued conversations with the Township Engineer's representative (Andrew Gaul) handling the 537 plan revisions as a follow up to the Board meeting. The Township Engineer was 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.

**ITEMS REQUIRING FURTHER BOARD INPUT/DIRECTION:**

12. 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. **Werner Trucking Development.** We were in receipt of a letter dated June 20, 2008 from Werner Enterprises, Inc. It appears that Werner Enterprises will attend the meeting this evening in order to discuss the items of that letter with the Board. Other updates on this particular project include the following:
    - i. This office received a response letter (from our review comments issued last month) directly from Werner Trucking regarding the feasibility of running a gravity line versus installing a pump station (and force main).
    - ii. This office has received no further correspondence or information from the site engineer to date as a response to our review comments.
  - b. **Trammel Crow Development.** As an update for this project, the developer is expected in attendance at this evening's meeting to receive some continued board input as follows:
    - i. We were in receipt of a plan (submitted 6/18/08) asking the Authority to concur with the actual placement of the sewer line (along SR0645). **After reviewing the plan, it would appear that the sewer line location as shown on the plans meet with the direction this board gave them last month (placed outside of right of way) with the exception of the short transition piece (tie to existing sewer manhole).**
    - ii. The developer's engineer is also asking the Board to approve the width of proposed easement. **Currently the plan shows a twenty**

**foot (20') wide easement with the sewer line centered upon that easement. This is consistent with what the Authority has obtained on their project.**

- c. **Gene Seigrist residential development.** This office reviewed the revised plan submission this past month and has issued a review in this regard (separate letter). Generally, the current plans for this development have been revised to substantially address our prior comments and any remaining items can be addressed in the field (during construction). At this point, the only remaining items pertain to legal agreements between the developer and the Authority.
- d. **Berks County IDA property development.** As an update to this project we would offer the following information to the Board:
  - i. This office received a letter from the site engineer (SSM) requesting a verification of capacity (9,750 GPD) for a portion of the site development. We issued a letter confirming adequate capacity for this site based upon prior agreements with the BCIDA and current plant capacity.
  - ii. This office reviewed the legal description for the easement required for connection of the sewer line under Route 78. Terry Parish has continued with the lead on obtaining the easement.
  - iii. This office received additional plans this month for the sewer service on the site. Although we have not reviewed these plans extensively it appears that the information requested (limits of sewer service area, etc.) at the recent meeting with the BCIDA was not provided. We will follow up on the status of this information.
  - iv. This office was contacted by a Real Estate office regarding the feasibility of sanitary sewer service to properties located at Brown Road. We could not answer this question at this time due to the lack of information available (BCIDA property).

### **Unfinished Business**

Chairman Younker acknowledged Will Jones, counsel for Werner Trucking. Mr. Jones expressed his concern to move Werner's project forward and was looking for approval from the Board regarding a letter issued to members from Werner dated June 20, 2008. After discussion with Mr. Jones, Rufus Geesaman made a motion to approve the letter of June 20, 2008 and move forward. All agreed. Motion carried.

Chairman Younker then acknowledged Louis J. Colagreco, Jr, counsel for Trammel Crow. Attorney Colagreco was looking for approval of the capacity agreement from the Board. After discussion Rufus Geesaman made a motion to approve the capacity allocation agreement with Trammel Crow and authorize the Chairman to sign and date it for July 2, 2008. Motion seconded by Kevin Stupp. All agreed. Motion carried. A signed original was given to Mr. Colagreco for his file.

At this time discussion turned back to the Engineer's Report. John brought two additional revisions to the Board's attention for discussion.

**a) Revision of a section in and around Strawberry Alley.** After discussion, David Younker made a motion to authorize a plan revision change to Strawberry Alley. The motion was seconded by Carl Weaver. All agreed. Motion carried. John Roche advised members this change would require some additional easement changes. John will work with Solicitor Parish regarding these changes.

b) Was discussed under New Business.

The report then moved to discussion regarding a proposed easement for Trammel Crow Development on the Engineer's report. ii) Requesting approval of a width of proposed easement. The plan was shown to the Board by their engineer. After review of the plan, Carl Weaver made a motion to approve the easement request on Plan B-06-1708 6/sheets. Second by Kevin Stupp. All Agreed. Motion carried. Attorney Colagrecoco will work with Solicitor Parish to send out easement requests to property owners.

### **New Business**

**Electronic Permits:** During the month members received an email from John for consideration regarding implementing electronic inspection and permit forms for the connection of the sewer laterals. The forms would be posted on Vision Engineering's website. Applicants could print them out from the website and mail or bring to the office. A motion was made by Rufus Geesaman to go with an electronic permit forms for those with computer capability and mail to those without. Second by Carl Weaver. All agreed. Motion carried.

**b) Plan Revisions:** – added to New Business from the Engineer's Report.

Chairman Younker acknowledged Ralph Mays from Mark's Construction. Mr. Mays gave detail to members regarding a storm water pipe encountered on Lancaster Ave that was not shown on the plan. He gave several cost effective alternatives to members to remedy the problem. Members were also advised this problem would also be a change order to PennVest. A motion was made by Rufus Geesaman to move the man holes south and approve a change order for time and materials not to exceed a cost of \$35,000 upon approval by the Engineer and repair existing storm water pipe. Motion seconded by Harold Gruber. All agreed. Motion carried. Rufus Geesaman then made an amendment to the motion to include "contingent on PennVest approval." Second by Carl Weaver. All agreed. Motion carried.

A meeting was set-up for the next day between John and Ralph to discuss the estimation costs and most effective option.

Kevin Stupp questioned whether there was an available capacity buffer and felt it should be considered for Frystown. John will check out the available capacity and email members later in the month.

David Younker expressed his concern regarding Met Ed service for the plants and pump stations. John advised that service is set up at Frystown and has been pushing Met Ed and the contractor regarding a schedule. David stated he is looking at the big picture and said we need answers and a schedule from Met Ed.

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

Rufus advised members he has been putting documentation together to meet Penn Vest's latest requirement to get our requisitions approved. He has to contact Fisher Engineering and Paul Ober Associates for their hourly rate to be on all the bills. This has caused him a lot of time to prepare and extra costs to the Authority.

Rufus made a motion to pay the bills and accept the report. Motion seconded by Kevin Stupp. All approved. Motion carried.

David Younker addressed his concern to John regarding major settling along the collection lines in Frystown, specifically Seymour Drive and Rte 645. He felt it was hurried up work and not tamped properly. John will schedule a meeting with the contractor to address the concerns from the Board.

### **Public Comment**

Paul Kilar, Kilar Consulting LLC expressed concern to the Board regarding EDU capacity for the Etchberger development under agreement. They would like to reserve 8 EDU's. After discussion, Rufus Geesaman said he will contact Solicitor Parish regarding the reservation and Mr. Kilar will submit a letter to request capacity. Mr. Kilar said this will generate revenue for the Township.

Michael Musselman, 2070 Camp Swatara Rd, Myerstown expressed his appreciation to the Board on the progress with Trammel Crow development and told members to keep up the good work.

Doug Drescher, 8486 Lancaster Ave revisited the Board regarding sewer lines in the floor of a basement apartment he is working on. John advised Doug it is premature at this point. The system is not finished yet and could not authorize people at this time.

### **Adjournment**

A motion to adjourn the meeting at 9:05 p.m. was made by Harold Gruber. . Second by Rufus Geesaman. All agreed. Motion carried.

Respectfully Submitted,

Darlene M. Orendo  
Secretary