

Bethel Township Municipal Authority  
Meeting Minutes  
December 14, 2016

The meeting was called to order by Vice Chairman David Younker at 7:04 pm followed by the Pledge of Allegiance. The roll call was taken.

In attendance were David Younker, Kevin Stupp, Robert Lingle and Carl Kauffman. Harold Gruber was absent. Also in attendance were Solicitor Elizabeth Magovern, Engineer Jim McCarthy and Secretary Erin Kreitzer.

Public Comment on Agenda Only –None

Approval of minutes-

A motion was made by Kevin Stupp to approve the minutes of the November 2, 2016 meeting. The motion was seconded by Robert Lingle, all agreed and the motion was passed.

Member Report-

- David Younker-Nothing at this time
- Carl Kauffman-Carl Kauffman inquired as to how we keep track of our employee's hours.
- Robert Lingle-Nothing at this time.
- Harold Gruber-Absent
- Kevin Stupp –Kevin Stupp reported that the DMR report for November indicated no problems of significance at either treatment plant.

Solicitor Report-

Solicitor Magovern stated all items will be covered on the agenda.

Engineer Report-

1. Vesper Development
  - McCarthy coordinated with the developer and Authority Solicitor and finalizing the Sewer Capacity Reservation Agreement per conversations at the November meeting.
2. Dieffenbach Kettle Chips – 51 Host Road
  - McCarthy issued a review letter for the proposed land development on November 15<sup>th</sup>.
  - The applicant must apply for a DEP Planning Module since the property was not included in the Act 537 Plan for the sewer extension to the Prologis Facility.
  - McCarthy provided further information to the applicant's engineer regarding acceptable pumps to use for the proposed sewer connection.

### 3. DCED Grant

- The Authority received an initial review, and request for additional information via e-mail on November 18<sup>th</sup> from the DCED.
- McCarthy has been in contact with the DCED and working to provide the required information. The DCED has indicated that they will provide a response to the provided information as they get to it, as they are working through many other applications.

### 4. NPDES Permit

- McCarthy is continuing to work on the Bethel WWTP NPDES application. Coordination with Mike at Select Environmental has been made to obtain the needed sampling. The application due date is May 4<sup>th</sup> of 2017.

## Unfinished Business

Sunny Lea Parochial School-We discussed this topic at our last Board meeting and we haven't heard anything from the school since. Engineer McCarthy will check into what needs to be done to complete this project.

Vesper-Solicitor Magovern reported that she has been in contact with Jim Buck, the attorney for Vesper and that he proposed a few revisions on the agreement. Kevin Stupp made a motion to go with the revised additions from Steve Buck's email dated 12/14/16. Robert Lingle seconded the motion, all agreed and the motion was passed.

Delinquent Accounts-Kevin Stupp informed the Board that we have decided to place liens on a few delinquent customers' properties and that Erin is working on this with our Solicitor's office.

Budget-Kevin Stupp reviewed the budget for 2017. A motion was made by Robert Lingle to accept the proposed budget for 2017. The motion was seconded by Carl Kauffman, all agreed and the motion was passed.

## New Business

BTMA Meeting Dates-The meeting dates were reviewed for 2017 and it was decided that the only change will be the December meeting which will be on the second Wednesday of the month which is the 13<sup>th</sup>. Kevin Stupp made a motion to accept the meeting dates and have Jayne Seifrit publish these meeting dates. The motion was seconded by Robert Lingle, all agreed and the motion was passed.

McCarthy Rates 2017-Erin Kreitzer informed the Board that we have received a rate increase letter for 2017 from McCarthy Engineering.

Renewal of Bond (Robert Lingle)-Erin informed the Board that we have received a bill from N.G. Marks Agency for the three year term bond renewal for Robert Lingle. Kevin Stupp made a motion to approve the renewal of the bond for Robert Lingle. The motion was seconded by Carl Kauffman, all agreed and the motion was passed.

Garcia, Garman & Shea (confirmation of services)-Erin reported that we received our confirmation of services letter from Garcia, Garman & Shea. It was decided that we will wait to the January meeting to sign this letter when we do our resolutions for the 2017 year.

8490 Lancaster Avenue (Michael Oberholtzer)-Erin informed the Board that we haven't received a signed capacity agreement and we also haven't received the tap in fee and permit fee from him. Upon calling Mr. Oberholtzer he inquired about paying that next year. Kevin Stupp made a motion to authorize our solicitor's office to send a letter to Mr. Oberholtzer explaining that the tap in fee and permit fee as well as any late fees incurred will need to be sent as soon as possible. The motion was seconded by Robert Lingle, all agreed and the motion was passed.

9674 Old 22 (Deborah Cornelius)-Erin informed the Board that she drafted a letter to Deborah Cornelius letting her know that she has two six inch pipes and one four inch pipe that need to be replaced as well as a four inch vent cap that needs to be replaced per Lehmas Moyer and Randall Haag. The Board asked if this was an issue she needs to fix or is it a township problem. We will have to contact Lehmas Moyer to inspect this issue.

Generator Maintenance Agreement-The Board reviewed a quote from Powerton Generators and quote from Dynatech Generators for our maintenance contract for 2017. A motion was made by Kevin Stupp to renew our contract with Powertown Generators for 2017. The motion was seconded by Carl Kauffman, all agreed and the motion was passed.

8452 Lancaster Avenue (Doug Drescher)-Doug Drescher is inquiring if he needs to pay the \$7,500.00 tap in fee all in one lump sum for this property or if he can do a time payment schedule. It was decided that he will need to pay the tap in fee in one lump sum as long as he is adding another EDU, which we will have to check into.

21 Legion Drive (Gilbert & Chicko Bashore)-Kevin Stupp informed the Board that in 2012 this customer went from 2 EDU's to 1.5 EDU's. He asked the Board if we need to go back and give credit on those past EDU's paid and it was decided that we will not be giving them credit.

Garage Door Openers-Erin informed the Board that she has a quote for \$228.00 from Shank Doors to install transmitters and remotes for the doors at the Bethel plant. This price includes installation. Erin will check into this price to make sure it is correct for the January meeting.

Work Bench-A work bench has been donated to the BTMA and Lehmas and Randy have been quoted a price of \$325.00 to powder coat and sandblast this bench to be used by them. It was decided that we will not be paying to have this done and possibly they could purchase some paint and do this project themselves in order to save BTMA some money.

#### Payment of bills-

Kevin Stupp made a motion that we accept the report, pay current bills, and any future bills due before the next meeting. Carl Kauffman seconded the motion, all agreed and the motion was passed.

Adjournment-

Robert Lingle made a motion to adjourn the meeting. Kevin Stupp seconded the motion, all agreed and the motion was passed. The meeting adjourned at 8:14 pm.

Respectfully submitted,

Erin Kreitzer