

UPPER SAUCON SEWAGE TREATMENT AUTHORITY MINUTES

Meeting Held Monday, October 1, 2018

4774 Saucon Creek Road

Chairman Bruce Bush called to order the regular meeting of the Upper Saucon Sewage Treatment Authority at approximately 7:47 pm in the public meeting room of the Upper Saucon Township Water and Sewer Department office building, 4774 Saucon Creek Road, Upper Saucon Township, Lehigh County, PA.

MEMBERS PRESENT:

Bruce Bush – Chairman
Joaquin (Jack) DeMatos - Vice Chairman
Mark Sullivan – Treasurer

STAFF PRESENT:

Gary A. Brienza, Esquire, Solicitor
Karl E. Schreiter Jr. P.E., Engineer
Chris Cope, UST Director of Water and Sewer Resources
John Guignet, UST Assistant Director of Water and Sewer Resources
Charles Unangst, P.E., Township Engineer

STAFF ABSENT:

Ronald Reybitz - Asst. Secretary and Asst. Treasurer
Ryan Holmes - Secretary

NOTIFICATION:

All public sessions of the Upper Saucon Township Sewage Treatment Authority are electronically recorded. The recordings are maintained as part of the record of the meeting until the minutes are transcribed and approved by the Authority.

PUBLIC COMMENT:

None

MINUTES:

A motion was made and seconded to approve the meeting minutes for September 4, 2018 as presented.

Motion passed unanimously.

CORRESPONDENCE COMMENTS:

Authority members may comment on the correspondence packets or the "Summary" which they received.

(Note: This is a summary of the correspondence prepared by the Chairman. Details must be obtained by reading the actual piece of correspondence)

Date prepared or revised: 9/10/2018

Date of letter: 9/5/2018

Letter from: Karl Schreiter, SEA (e-mail)

October

2018

Page 2281

UPPER SAUCON SEWAGE TREATMENT AUTHORITY MINUTES

Meeting Held Monday, October 1, 2018

4774 Saucon Creek Road

Letter sent to: Chris Cope, UST and others

Subject: Upper Saucon shelter Delivery Dates (Main Electrical Distribution Equipment Replacement)

The letter included an e-mail from Allen Schafer, Wind Gap Electric, giving the timetable for the equipment fabrication and delivery date. The unit is scheduled for shipment on December 13, 2018.

Date of letter: 9/6/2018

Letter from: Karl Schreiter, SEA (e-mail)

Letter sent to: Pat Musinski, Pa. Gov and others

Subject: Main Electrical Dist. Equipment RetrofitPADEP Notice 090618

(Attached) is a notice that the USTMA will be starting work on replacement of the main electrical distribution equipment at the WWTP.

Date of letter: 9/6/2018

Letter from: Lyne Miller, UST (e-mail)

Letter sent to: Karl Schreiter, SEA and others

Subject: UST Main Electrical Distribution Equipment Replacement

Does this require a building permit application with plans for the work that is being done?

Date of letter: 9/6/2018

Letter from: Lyne Miller, UST (e-mail)

Letter sent to: Karl Schreiter, SEA and others

Subject: UST Main Electrical Distribution Equipment Replacement

Back in February 2018 a building permit was applied for but NOT issued. See (attached) comment list from Keycodes dated 3/1/2018 indicating additional information that needs to be submitted to the Township in order for approval and issuance.

Date of letter: 9/6/2018

Letter from: Karl Schreiter, SEA (e-mail)

Letter sent to: Bob Grimes, Wind Gap Electric

Subject: USSTA -----Main Electrical Distribution

I reviewed the payment request and it cannot be approved as presented. We cannot pay for the electrical enclosure at this time. Based on information received from Allen, it will not be shipped until December. This request (after modification) will not be processed until the October meeting on 10/1.

Date of letter: 9/6/2018

Letter from: Karl Schreiter, SEA (e-mail)

Letter sent to: Bruce Bush and others

Subject: UST Main Electrical Distribution Equipment Replacement

Karl forwarded an e-mail from Amy Bellanca, PADEP, dated 9/6/2018 which stated that the described improvements represent activities that do not alter the wastewater treatment process, plant capacity or collection system capacity. Therefore, a Water

UPPER SAUCON SEWAGE TREATMENT AUTHORITY MINUTES

Meeting Held Monday, October 1, 2018

4774 Saucon Creek Road

Quality Management Permit is not required. A letter for the file when the work is completed is requested.

Date of letter: 9/6/2018

Letter from: Lyne Miller, UST (e-mail)

Letter sent to: Karl Schreiter, SEA and others

Subject: UST Main Electrical Distribution Equipment Replacement

More information is needed per below:

Per Tammy @ Keycodes.....

If looks like we recorded receiving revisions on that letter, but then a second plan review letter was mailed 4/4/2018 to the design professional and Township. It looks like only one of the two items from the first letter was addressed, to the second item remains outstanding.

Date of letter: 9/10/2018

Letter from: Karl Schreiter, SEA (e-mail)

Letter sent to: Bruce Bush and others

Subject: 4966, Rte. 378, UST, UST Wastewater Treatment Plant Application

Karl forwarded an e-mail dated 9/10/18 from William Ramage in which Ramage

stated.....FYI. No response needed. Below and (attached) is what I sent to

Keycodes first thing this morning. Followed it up with a phone call to Dave Shields.

Had to leave a message. Will follow up later today. Any issues, call me. I'm following

up with Harry Devine of PPL about their requirement for the Enernock power curtailment switching requirements. Sent him an e-mail last week and have not heard anything.

*****end of correspondence for the October meeting

SOLICITOR'S REPORT:

The Solicitor's Report dated October 1, 2018 was presented by Solicitor Brienza.

Regarding the TRE letter, Solicitor Brienza will send another letter, sending it via Certified Mail this time. He will request a response by November 1.

ENGINEER'S REPORT:

Karl Schreiter, PE, presented Engineer's Report dated September 28, 2018.

Mr. Schreiter said he received the building permit from the Township today for the electrical system upgrade main electrical building.

Mr. Schreiter said the 537 plan is progressing and he is done with the drawings.

Mr. Schreiter has two motions to be approved at tonight's meeting.

UPPER SAUCON SEWAGE TREATMENT AUTHORITY MINUTES

Meeting Held Monday, October 1, 2018

4774 Saucon Creek Road

SUPERINTENDENT'S REPORT:

Mr. Cope asked if the Authority members have any questions or changes to the comprehensive plan draft. He mentioned that Gannett Fleming would be able to attend an Authority meeting and make a presentation.

Mr. Cope said he and Mr. Guignet went to view two UV systems.

Mr. Cope asked if the Authority has any questions on the budget or if they would like anything changed. There was nothing.

Mr. Cope said the plant is in compliance and is running fantastically.

TREASURER'S INVOICE(S):

Treasurer Mark Sullivan submitted a report including a request for payment of the Solicitor's September invoice in the amount of \$1,425.00 for general matters and a request for payment to the Solicitor for easement recording charges in the amount of \$164.50.

Motion was made and seconded to approve the treasurer's report as presented and for payments in the amount of \$1,425.00 and \$164.50 to the Township Solicitor.

Motion passed unanimously.

MOTION (S):

Motion made and seconded to approve Township Planning Module for Copperhead Grille Expansion; Ref: SEA letter dated February 1, 2018.

Motion passed unanimously.

Motion made and seconded to approve Township Planning Module for Goddard School; Ref: SEA letter dated September 7, 2018.

Motion passed unanimously.

UNFINISHED BUSINESS:

A. Possible UST Ordinance for the purpose of adopting and enforcing the standards and regulations promulgated by the PA DEP which recommends that on-lot management ordinance shall include the "removal of septage or other solids from treatment tanks once every five years or whenever an inspection program reveals that the treatment tanks are filled with solids in excess of 1/3 of the liquid depth of the tank or with scum in excess of 1/3 of the liquid depths of the tank".

A copy of the Lower Macungie Township Ordinance #2013-09 was given to each member of the Authority at the September 2016 meeting.

B. Waste Water Comprehensive Report -
Discussion on the status of the work.

UPPER SAUCON SEWAGE TREATMENT AUTHORITY MINUTES

Meeting Held Monday, October 1, 2018

4774 Saucon Creek Road

Mr. Cope will ask Gannett Fleming to attend the November Authority meeting and make a presentation on the Comprehensive Report.

NEW BUSINESS:

None

ANNOUNCEMENTS:

The next scheduled meeting of the Authority will be Monday, November 5, 2018 following the adjournment of the USTMA meeting, at the Water and Sewer Building.

ADJOURNMENT:

With there being no further business to discuss, the meeting of the Upper Saucon Sewage Treatment Authority was unanimously adjourned at approximately 8:02 pm.

Respectfully submitted,

Ryan Holmes
Secretary