

The regular meeting of the Middle Smithfield Township Municipal Authority was called to order on Thursday, July 2, 2009 at 6:01 P. M. with the Pledge of Allegiance, Mickey Roth presiding.

Municipal Authority members present: Mickey Roth, Jack O'Rourke, Oscar Woerlein, Gary Summers and Scott LaBar.

Also present Richard Deetz, Doug Olmstead, Scott Schaller, Dave Scholtz, Robyn Pugh, Sandra Black, and other interested parties.

Jack O'Rourke moved to accept the minutes of the Authority's meeting held on Wednesday, June 17, 2009. Gary Summers seconded the motion and motion carried 5-0.

Gary Summers questioned Dave Scholtz regarding the invoice presented for payment by Waste Management in the amount of \$4,229.83. He stated it was a much higher amount than in previous months.

Dave Scholtz replied the invoices from Waste Management will fluctuate due to the amount of sludge hauling.

Oscar Woerlein moved to accept the payables of July 2, 2009. Jack O'Rourke seconded the motion and motion carried 5-0.

Action Lift Inc	0.00	413.44	413.44	1150
Allstate Septic Systems	0.00	225.00	225.00	1151
Richard Deetz	857.50	21,214.00	22,071.50	1152
Graymont (PA), Inc.	0.00	5,643.00	5,643.00	1153
Scott LaBar	50.00	50.00	100.00	1154
Oscar Woerlein	50.00	50.00	100.00	1155
John J. O'Rourke	50.00	50.00	100.00	1165
Pocono Record	24.46	0.00	24.46	1156
Mickey Roth	50.00	50.00	100.00	1157
Serendipity Accounting & Taxes	180.00	2,035.53	2,215.53	1158
Stoz & Gratzinger Office Supply	102.10	102.11	204.21	1159
Strand Pool Supply LP	1,711.40	0.00	1,711.40	1160
Strauser Nature's Helper	0.00	640.00	640.00	1161

Gary Summers	50.00	50.00	100.00	1162
Verizon	95.38	248.90	344.28	1163
Waste Management	0.00	4,229.83	4,229.83	1164
<u>TOTAL BILLS:</u>	3,220.84	35,001.81	38,222.65	

Correspondence:

Mickey Roth informed the Board that due to the letters sent to the various senators and representatives regarding the H20 grant application, two letters supporting the Authority’s endeavors had been submitted to the H20 committee.

State Representative John Siptroth and Senator Lisa Baker sent letters of their support to the Commonwealth Finance Authority. Letters of appreciation were sent to Senator Lisa Baker and State Representative John Siptroth.

A letter has also been received from “Scott D. Dunkleberger, Executive Director of the Commonwealth Financing Authority” stating the Authority’s H20 application had been reviewed by the financing staff and the application is to be presented to the Board at their July 14, 2009 meeting.

Solicitor

Richard Deetz’s report on the Bushkill Group will be presented during Executive Session.

Engineering:

Doug Olmstead stated the construction certificate for the Winona Plant had been submitted by F. X. Browne for approval by the Board. The fence around the Winona Plant has been installed. The punch list regarding the final grading, seeding, the manuals, and the as-builts are still being worked on.

Doug stated monies owed to both Barry Hoffman and the McElwee Group should not be released until everything has been completed on the Winona Plant and Robyn Pugh will report on the balances owed to the contractors.

Still working on the budget for the main plant but the concrete work, sandblasting and the filling of cracks required should be started sometime next year.

The plans for the 209 sewer extension have been forwarded to Penn Dot. Jack O’Rourke questioned Doug Olmstead as to the target completion date for the 209 sewer extension. Doug Olmstead responded the construction of the extension will possibly start next spring.

The letter sent to the Board from Reilly Associates on behalf of the Four Season's Diner is to inform the Board of the possibility of their purchasing additional edus in case they decide to expand. Judy Summers questioned Doug Olmstead as to the property owned by Four Seasons. Doug explained the letter from Reilly Associates regarding Four Seasons was to show support of the 209 sewer extension line and their possible interest in acquiring edus if they decided to expand the diner to property next to the present site.

Met with the Alkova Company regarding the 209 sewer extension and their purchase of twenty-two edus. The Alkova Company will be submitting their plans for the "Crossings at Marshall's Creek" on the site of the flea market to both the Township and the Sewer Authority. Doug Olmstead requested they also submit additional information regarding their edu request since the purchase of an edu is "site specific". Doug Olmstead also plans to discuss with the Alkova Company a possible monetary contribution towards the sewer line.

Mickey Roth questioned Richard Deetz as to the ordinances since a copy of them has to be given to the Alkova Company. Richard Deetz stated a draft of the ordinances was given to both Doug Olmstead and Jennifer Wise for their presentation to the Township Supervisors.

Friendly's Restaurant and Giuseppe's Pizza grease traps were pumped out on Wednesday. Damian DeGeorge also visited Country Club of the Poconos and their tank was checked. It was cleaned out due to the fact the restaurant is currently closed down. Bennigan's tank was also inspected. Their tank is a very large one and will probably be inspected annually due to its size.

Received the costs estimates from Walsh but have been unable to review them and will report on them at the next Authority's meeting.

Accountant

Robyn Pugh stated she had reviewed the financial statement submitted from Riley and Company and found errors in it. The statement has been corrected and copies were given to the Board members for their review. It is her recommendation the Board approve the financial statement.

Gary Summers moved to accept the statement of cash flow from Riley and Company. Oscar Woerlein seconded the motion and motion carried 5-0. Robyn Pugh will contact Riley and Company regarding the Board's decision.

The Winona Plant's total cost is \$2.6 million with a payable balance to the McElwee group of \$103,453.75 and a balance of \$9,409 to Barry Hoffman. F. X. Browne has been paid a total of \$243,850 with an overage of \$10,804.40 due to the addendum to the contract.

Scott LaBar questioned Robyn Pugh as to the dollar amount owed to the McElwee Group of \$103,453.75. He stated she should research the figures owed to McElwee again because he did not feel she had the correct amount.

Gary Summers questioned Doug Olmstead regarding the timetable for the payments to the contractors. Doug Olmstead stated the payments would be due within six to eight weeks once the contractors submit the required documentation.

Jack O'Rourke questioned Dave Scholtz regarding his knowledge of the equipment in the Winona Plant. Dave Scholtz stated he was "up-to-snuff" on all of the equipment for the plant.

A transfer of monies from the PLGIT account of \$100,000 is necessary to the operating account in Wayne Bank because it does not have sufficient funds to cover the submitted payables.

Gary Summers moved for Mickey Roth to approve the PLGIT wire transfer of \$100,000 to the operating account. Oscar Woerlein seconded the motion and motion carried 5-0.

All the information requested by Tom Beckett regarding the Bond issue has been submitted to him.

Robyn proceeded to inform the Board of the letter provided by Marianne Glamann, office manager of Wayne Bank, regarding the safety of the Authority's accounts.

Plant Operator

Dave Scholtz spoke to ITT Flygt regarding their contract proposal and they will contact him when they are ready to start the work.

Two alarms at the main plant, one of them because of a failure in an activator and adjustments were made. A spare activator has been order for future possible problems.

Working on an in-station exhaust blower to keep the dust at a minimum and hand rails were painted. Pump Stations 2, 4 and 8 lost power due to the recent storms but the generators kicked in.

Sent out request for bids for ferric chloride and only two were received. Univar submitted a quote of \$.23 per pound, net 30 days, with a deposit on the containers of \$1,000 on each tote. The price quotation is good for a minimum order of three totes. Coyne Chemical submitted a price quote of \$.2395 per pound with no deposit required for the totes on the contingency they are to be returned. If the totes are not returned, there will be a charge for them. Four totes are normally ordered with one being used.

Jack O'Rourke will phone Coyne Chemical to negotiate a reduction in the price of the Ferric chloride.

Regarding the Winona Plant, adjustments have been made to the nitrates levels and they have gone down. The plant is running very well.

The agreement for the Winona Plant has a performance clause which needs to be initiated. There is a guarantee in the contract from F. X. Browne regarding the performance standard testing. F. X. Browne has not conducted the tests. Doug Olmsted will review the Kruger contract regarding the performance clause.

Old Business

Scott LaBar updated the Board regarding ARI. He had recently spoken with Pat Galpin. Pat Galpin informed Scott that they have drafted some proposals but are still waiting on information which has been requested from the Authority's engineer.

Oscar Woerlein informed the Board he has in his possession about 200 pictures of the old Winona Plant which the Board should have for their archives.

Jack O'Rourke motioned to pay \$100 to Oscar Woerlein for the old Winona Plant pictures. Scott LaBar seconded the motion and motion carried 5-0.

The Board members has reviewed the 2008 Audit Report submitted by Riley and Company. Gary Summers moved to accept and approve the 2008 Audit which was submitted by Riley and Company. Oscar Woerlein seconded the motion and motion carried 5-0.

Gary Summers questioned Sandy Black regarding the delinquent report submission reflecting the accounts overdue for two quarters and accounts which are in arrears for more then three quarters.

Sandy Black stated accounts which are overdue for two quarters, reflect non-payment of the second quarter and the current third quarter payment. Friendly reminders regarding the arrears will be sent with the customers' invoice.

The second spreadsheet reflects accounts in arrears of over three quarters and more. A letter will also be sent with the customers' invoices, with a copy of the letter also submitted to Richard Deetz for possible legal action to be taken.

New Business

Mickey Roth stated he would like to know if it was possible to request proposal bids for the next year's audit for a new accounting firm to conduct the future audits of the Municipal Authority Board.

Richard Deetz answered the Authority Board can request proposal bids for the next year's audit for a new accounting firm. He stated request for bids can be sent to selected companies which fit the job description required by the Authority Board.

Oscar Woerlein moved for Robyn Pugh to write up a drafted RFP and Richard Deetz to review it before it is sent out. The draft is to be ready by the first meeting to be held by the Board in August. Gary Summers seconded the motion and motion carried 4-0 with Jack O'Rourke opposing the motion.

Mickey Roth informed the Board members a six month employment evaluation report had to be conducted for Sandra Black, the Authority's secretary. The forms for the evaluation have to be obtained from Michele Clewell, Township Secretary, and this matter was tabled.

Citizen's Comments:

Pat Cusmano questioned the grease trap report of the Friendly's Restaurant and the amount of grease removed from their tank. He questioned the size of the tank. Dave Scholtz stated the Friendly's Restaurant had a very large tank which is located in the parking lot of the restaurant.

Executive Session:

Gary Summers moved to enter into Executive Session at 7:14 P.M. Jack O'Rourke seconded the motion and motion carried 5-0.

Oscar Woerlein moved to reconvene the Board meeting at 7:55 P. M. Jack O'Rourke seconded the motion and motion carried 5-0

There being no further business, the meeting adjourned at 8:00 P. M.

Respectfully submitted:

Sandra Black, Recording Secretary
Middle Smithfield Township Municipal Authority

Mickey Roth _____

Jack O'Rourke _____

Oscar Woerlein _____

Gary Summers _____

Scott LaBar _____