

The regular meeting of the Middle Smithfield Township Municipal Authority was called to order on Thursday, March 5, 2009 at 6:02 P. M. with the Pledge of Allegiance, Mickey Roth presiding.

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

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

Oscar Woerlein moved to approve the February 18, 2009 minutes and Gary Summers seconded the motion. Motion carried 4-0.

Jack O'Rourke questioned the F. X. Browne invoice. Doug Olmstead responded the invoice was for Paul McNemar's visits of inspections on the start-up of the Winona plant.

Gary Summers moved to approve the payables and Jack O'Rourke seconded the motion. Motion carried 4-0.

Mickey Roth moved all invoices presented to the Municipal Authority for payment must be done by the Friday before the Authority's meeting so the members can review the payables before the meeting. Invoices presented for payment on a Municipal Authority meeting day will be processed for payment the following Municipal Authority meeting. Motion seconded by Jack O'Rourke. Motion carried 4-0.

Achterman Associates	0.00	8,071.22	8,071.22	4199
Allstate Septic Systems, LLC.	270.00	0.00	270.00	4200
Commonwealth of PA	0.00	56,943.60	56,943.60	4201
Eagle Valley Printing	0.00	157.50	157.50	4202
F. X. Browne, Inc.	0.00	6,092.28	6,092.28	4203
Barry J. Hoffman Co.	11,590.00	0.00	11,590.00	4204
Prosser Laboratories	0.00	120.00	120.00	4205
Stotz & Fatzinger Office	0.00	35.95	35.95	4206
Strand Pool Supply LLP	0.00	705.20	705.20	4207
Verizon	0.00	332.75	332.75	4208
Waste Management	0.00	2,354.63	2,354.63	4209
<u>TOTAL BILLS:</u>	11,860.00	74,813.13	86,673.13	

Correspondence:

The Municipal Township Supervisors will be conducting a “Grant Writer Discussion” session on Monday, March 16, 2009, 9:00 A. M. and an invitation was extended to the Municipal Authority Board members to attend. The invitation is for only two Authority members to attend.

Township Supervisor, Scott Schaller stated a grant writer was being brought in for discussion on writing grants for monies to assist the Township.

Mickey Roth stated he would represent the Municipal Authority and Jack O’Rourke would be an alternate if Mickey Roth was unable to attend.

Mickey Roth proceeded to approve the letters being mailed to Victoria Meechan regarding her 10-year reservation fees agreement for the lot in Lake of the Pines and the letter of appreciation to W. Fred May for his services as a Board member of the Municipal Authority.

Mickey Roth also approved the acceptance letter to Achterman Associates. Acceptance of the proposal by Achterman Associates had been motioned and accepted at the February 18, 2009 Municipal Meeting.

Solicitor

Richard Deetz stated he did not have any new information regarding the “conversion of a single family home into a two family home”.

Doug Olmstead stated the zoning officer, Wayne Rohner, had notified the homeowner via certified mail, and it had been received by the homeowner but no reply has been received. He stated the homeowner had thirty days from the receipt of the letter to provide an answer.

Regarding the Lake of the Pines reservation fee question from Victoria Meechan, Mickey Roth approved the letter answering Ms. Meechan’s questions. Ms. Meechan had misunderstood the agreement and the letter from the Municipal Authority would clarify it for her. This item has been concluded and can be removed from the Agenda.

Mr. Deetz then stated he did not have any information regarding the easement problem.

Doug Olmstead stated he had not had a chance to review the easement problem as of yet but would do so within the next couple of weeks and report back to the Authority.

Township Supervisor Scott Schaller stated the attorney and the engineer should sit with CVS and FNCB regarding the right-of-way because it is necessary for access to Pump Station 6.

Doug Olmstead stated he would phone FNCB and setup a meeting to discuss the easement problem.

Mickey Roth authorized Richard Deetz to contact Mr. Wolf of CVS regarding the easement situation on behalf of the Authority. The FNCB easement and right-of-way access will be handled by Doug Olmstead and be a part of his engineering report.

Bushkill Group discussion will be conducted in Executive Session.

Five new liens have been filed against outstanding offenders and Mr. Deetz will report on the results at the next Authority meeting.

Mr. Deetz stated he had been contacted by Graham Simmons of Tallman regarding the missing Amendment document for the returned Letter of Credit of Lennar's. He stated the Authority should sign the lost document form and return it to Mr. Simmons.

Jack O'Rourke motioned Mickey Roth, Chairperson of the Municipal Authority approve the lost document form provided by Tallman. Motion was seconded by Oscar Woerlein. Motion carried 4-0.

Engineering

Discussion of the operating costs for the Bushkill Group will be held during the Executive Session.

Doug Olmstead stated he started working on a budget plan with Dave Scholtz for the main plant. The overall goal is to take a look at the main plant on a maintenance standpoint and work up a budget to rehabilitate the plant on a five years basis.

Regarding the Chapter 94 filings for both Winona and the main plant, Dave Scholtz has provided the information needed and the Board will be receiving final reports for review by the following Friday. The reports have to be filed by March 31, 2009, so the Authority Board can approve them by the March 18, 2009 meeting.

Regarding tapping fees, nothing has been done with respect to the main plant but Winona's tapping fees have been researched. Research of Winona was done two different ways, trying to recapture all of the costs associated with the facility which is approximately 2.5 million or based on monies received from the 2006 Bond issue which was about a million dollars. The balance of the plant costs were taken out of either cash reserves or grants. Based on the overall costs of trying to recuperate the 2.5 million from the ninety-seven(97) users remaining calculates to tapping fees or connection fees of over \$25,000 which is unreasonable for the area.

Both Robyn Pugh and Doug Olmstead decided to recalculate the tapping fees based on the 2006 Bond issue, the principle amount. They came up with tapping fees of \$11,300 which would be a more reasonable number. However, to account for the reservation fees,

they have to be paid up to date, which would be rebated when they connect and the tapping/connection fee should be at least \$12,500.

Mickey Roth requested a written report regarding the tapping fees be submitted to the Authority Board from the engineer and the accountant at the next meeting.

Regarding the Winona Plant, the effluent line was to be finished today and will be running into the plant by March 16, 2009.

The lamination of Pump Station 4 is peeling off the sides of the walls. Revaluation of Pump Stations 4, 5 and 6 plus the up stream manholes are in bad shape but Pump Station 4 is the worse. Pump Station 5 is the best one of all of them but it is only because chlorine has been added to it. A report will be submitted at the next meeting once the contractor has been notified regarding the lamination situation.

Jack O'Rourke questioned Dave Scholtz regarding the cause of the damage to the pump stations and Dave answered sulfur is causing the damage.

Doug Olmstead also informed the Authority of a lot in the Lake of the Pines area which has two houses on the property and the zoning officer is already investigating. The homeowner is paying for only one edu. The original house which was considered by the tax assessor as a shed was built in 1926 and the other house was built in the late 90's. Originally the property was listed as two separate lots but then was later combined as one. A letter is being sent to the property owner regarding this situation and a report will be given at the next meeting.

Richard Deetz stated the Authority could go back four years on billing for the extra edu. Doug Olmstead supplied Mr. Deetz both the sewer account number and lot number for the property owner and Sandra Black will provide the balance of the information.

Sub-Contractor's Report:

Fred Courtright proceeded to further explain in detail the "bagging system" lining which was used by Derstine on the Lake of the Pines pump station. This system has also been used for sewer pipelines.

Doug Olmstead suggested this system should also be used on the Big Ridge Drive system. Using this system could possibly eliminate the odor problem.

Fred continued to explain that rehab will start with Pump Station 3 which will be equipped with the "bagging system" on the up stream manhole and a generator. The North Park pump station will also be done as an alternate and it will also be equipped with a generator and the "bagging system". The base contract is to rehabilitate Pump Station 3 and costs on the North Park pump station. If additional work is needed, he will be able to do it. Plans will be delivered to Doug Olmstead by the end of the following work.

Mickey Roth questioned both Doug Olmstead and Fred Courtright if the balance of the pump stations also needed to be relined.

Both Doug Olmstead and Fred Courtright stated they would take a look at the other pump stations and get back to the Municipal Authority Board about possible relining.

Fred Courtright presented a proposal for professional services on the Route 209 sewer extension project for the flea market site. Doug Olmstead stated a sketch has to be completed first before proceeding with this project.

Doug Olmstead has reviewed the contract and Fred Courtright will submit the sketches and plans. Survey information has been obtained from Joseph Mina of F. X. Browne, Inc., Doylestown office.

Judy Summers questioned the Authority as to who would be responsible for the cost for the Route 209 sewer extension project, would it be on the taxpayers or the developers of the site.

Doug Olmstead stated the cost responsibilities for the Route 209 sewer extension would be on the potential developers of the site.

Mickey Roth stated part of this project can also be submitted as part of the H20 grant application.

Jack O'Rourke also explained that through the stimulus package offered by Washington, monies could be obtained within a six-month period for the flea market project.

Oscar Woerlein motioned to approve Achterman Associates, Fred Courtright, proposal for the Route 209 Sewer Extension project and Gary Summers seconded it. Motion carried 4-0 and the contract was signed off by Mickey Roth.

Fred Courtright stated drawings had also been submitted to Doug Olmstead for his review on a sampling manhole by CVS.

Accountant

Robyn Pugh submitted to the Authority a balance sheet and profit and loss statement for their review. She will be providing this information on a continuous basis. Members of the Board will review the submissions.

Plant Operator

Dave Scholtz requested from the Board approval to purchase a storage unit for the sewage plant to store extra parts in it. He will get prices on it before purchasing it and submit them to the Board for consideration.

Main plant - normal operation, no problems.

Country Club of the Poconos flow meter, a letter was sent to them regarding the cutting of the insulation of the pipe underneath the bridge in order to install a temporary flow meter, waiting on an answer.

On Winona, he spoke with the contractor, small equipment items startup will be done in another week and the startup of the plant will be done within another week.

Scott McElwee stated the plant will tentatively be on line on March 16th. He also thanked the Authority for the opportunity of working with them. Five copies of the manuals will be bind and turned over to Dave Scholtz for the plant.

Old Business

Chairman Roth questioned the members as to their thoughts regarding the presentation conducted by Wayne Bank at the previous meeting. All the members stated they were impressed by Wayne Bank and the Authority should acquire them as the Authority's bank.

Jack O'Rourke motioned the Municipal Authority Board transfer their accounts to Wayne Bank. Motioned was seconded by Gary Summers. Motion carried 4-0.

The Board members proceeded to sign off on the signature authorization cards given to them by Marianne Glamman of Wayne Bank opening two business accounts, operating and construction, in the name of the Middle Smithfield Township Municipal Authority. Sandra Black and Marianne Glamman will get together to finalized the paperwork on the transferred of the accounts.

The members of the Board requested additional time to review the Rules and Regulations of the Wind Gap Municipal Authority. This item was tabled.

Mickey Roth read the excel spreadsheet presented to the Board by Sandra Black regarding Delinquent Accounts. Since February 19, 2009 a total of \$14,349.84 had been collected. The total monies collected since the mailing of delinquent notices is \$70,097.51 bringing the total outstanding balance due to the Authority for sewer fees to \$464,813.61 from \$534,911.12.

Oscar Woerlein questioned the Board whether a decision had been made on hiring BCA Financial to pursue delinquent customers.

Mickey Roth responded it was unnecessary to obtain BCA Financial at this time but would be consider at another time if the need presented.

Oscar Woerlein informed the Board he planned to attend the Water We Going to Do” workshop as a representative of the Municipal Authority and would be signing up for it at the Township Supervisors’ meeting.

Doug Olmstead informed Oscar that Damian DeGeorge would also be attending the workshop for the Township.

New Business

Mickey Roth stated he wanted to address a letter to the DRBC to recover the costs of the 537 Plan. The recovery would be approximately \$120,000.

Jack O’Rourke moved a letter be sent to the DRBC for recovering of the costs for the 537 Plan. Oscar Woerlein seconded the motion. Motion carried 4-0.

Sandra Black was instructed to write a letter with the assistance of Fred Courtright of Achterman Associates and Richard Deetz.

Jack O’Rourke proceeded to read a few sections from the Stimulus Package he had received from Paul Kanjorski which applied to the Municipal Authority. He requested to address a letter to the Chairman of the Interior requesting a meeting in Washington on the Delaware Water Gap National Park.

Gary Summers motioned for Jack O’Rourke to write a letter requesting a meeting with the Department of Interior on behalf of the Municipal Authority. Oscar Woerlein seconded the motion. Motion carried 4-0.

Mickey Roth stated he would like to send a letter to Smithfield Municipal Authority, Russell Scott regarding hooking to East Stroudsburg’s water treatment plant. A letter was sent in the past but Mr. Scott requested a new letter be submitted again with a copy of the previous letter since the Authority Board has been reorganized and is no longer under the directorship of the township supervisors.

Mickey Roth motioned a letter be sent to Smithfield Municipal Authority regarding the East Stroudsburg’s water treatment plant. Oscar Woerlein seconded the motion.

Doug Olmstead suggested to have a “conversation” with Smithfield Municipal Authority regarding the East Stroudsburg’s water treatment plant instead of sending a letter to them.

Mickey Roth withdraw the motion and will call to set-up a meeting with Russell Scott.

Citizen’s Comments

Al Decker questioned the Board regarding obtaining grant money from Mount Airy Casino. Mr. Decker suggested the Authority should also reach out to Fernwood upon their acceptance of their gambling license for monies.

Doug Olmstead replied the Township Supervisors had had a discussion regarding Mount Airy Lodge Casino and they were looking into it.

Pat Cusmano questioned the Authority as to follow-ups on the grease trap survey conducted in January, 2009.

Mickey Roth responded reports have been filed and Damian DeGeorge would be following up on them.

Jack O'Rourke made the suggestion a letter for a grease trap inspection be sent to each customer. Sending this letter would possibly prompt the owners to have their grease traps cleaned before the inspection date.

Gary Summers suggested Sandra Black pick a date for the inspections and send the letters out to each customer. Sandra Black will work with Damian DeGeorge regarding inspection dates.

Executive Session

Jack O'Rourke motioned for the Authority Board to enter in Executive Session at 7:55 P. M. Motion seconded by Oscar Woerlein. Motion carried 4-0.

Oscar Woerlein moved for the Authority to reconvene at 8:31 P. M. and Jack O'Rourke seconded it. Motion carried 4-0.

There being no further business, the meeting adjourned at 8:32 P. M.

Respectfully submitted:

Sandra Black, Recording Secretary
Middle Smithfield Township Municipal Authority

Mickey Roth _____

Jack O'Rourke _____

Oscar Woerlein _____

Gary Summers _____