

The regular meeting of the Middle Smithfield Township Municipal Authority was called to order on Thursday, May 7, 2009 at 6:00 P. M. with the Pledge of Allegiance, Mickey Roth presiding.

Municipal Authority members present: Mickey Roth, Oscar Woerlein, Gary Summer, and Scott LaBar.

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

Mickey Roth moved to appoint Jennifer Wise as the Authority's temporary solicitor in the absence of Richard Deetz, the Authority's attorney. Gary Summers seconded the motion. Motion carried 4-0.

Oscar Woerlein moved to accept the minutes of Wednesday, April 15, 2009 and Gary Summers seconded the motion. Motion carried 4- 0

Gary Summers questioned Robyn Pugh regarding the M&T payment. Robyn Pugh stated the payment was for the general bond obligation issue.

Gary Summers also questioned Dave Scholtz regarding the invoices from Strand Pool Supply. Dave Scholtz stated Strand supplies the chlorine and chemicals for the plants.

Mickey Roth questioned Doug Olmstead regarding the invoice submitted by the McElwee Group of \$149,857.50.

Doug Olmstead stated the Authority needed to review the letter sent from the McElwee Group requesting a reduction in the retainage from five percent to zero percent. An extensive discussion was held on the requested payment and retainage reduction of McElwee by the Authority Board members.

Gary Summers moved the retainage of the McElwee Group be reduced from five percent to two and half percent. Oscar Woerlein seconded the motion. Motion carried 4-0.

Gary Summers moved a payment of \$47,550 be paid to the McElwee Group and half of the retainage amount and the balance of the May 7, 2009 payables with the exception of the check for the McElwee group in the amount of \$149,857.50 were approved. Scott LaBar seconded the motion. Motion carried 4-0.

AT&T	0.00	153.48	153.48	1077
Barry Hoffman	11,115.00	0.00	11,115.00	1078
John O'Rourke	50.00	50.00	100.00	1079
Scott LaBar	50.00	50.00	100.00	1080
M&T Bank	0.00	76,022.50	76,022.50	1081
McElwee Group	149,857.50	0.00	149,857.50	1082
Met-Ed	2,152.32	7,974.30	10,126.62	1083 & 1084
Oscar Woerlein	50.00	50.00	100.00	1085
PA American Water	0.00	35.42	35.42	1086
Mickey Roth	50.00	50.00	100.00	1087
Stoz & Fatzinger	38.73	38.74	77.47	1088
Strand Pool Supply Inc.	0.00	2,242.45	2,242.45	1089
Gary Summers	50.00	50.00	100.00	1090
Verizon	167.39	177.29	344.68	1091
Waste Management	0.00	1,317.67	1,317.67	1092
<b><u>TOTAL BILLS:</u></b>	163,580.94	88,211.85	251,792.79	

**Correspondence:**

Regarding the “Chemical Feed Pump Installation and Maintenance” seminar, Mickey Roth requested Sandra Black pass the information on to David Scholtz for his possible attendance.

Mickey Roth questioned Doug Olmstead regarding the letter received from LTS referencing their Letter of Credit #742. Two letters were received from LTS addressed to the Municipal Authority; one requesting the release of their letter of credit for the purchase of 101 EDUs and the other letter acknowledging the reduced subdivision bond for the portion of the work which has been completed. The reduced subdivision bond had been addressed and motioned on at the previous Board meeting.

There was an extensive discussion between the members of the Board and Doug Olmstead regarding the request from LTS on their letter of credit.

Mickey Roth moved to table the request from LTS until further clarification. Oscar Woerlein seconded the motion. Motion carried 4-0.

**Solicitor**

Jennifer Wise spoke about the resolutions adopted by the Town Supervisors regarding the Right-to-Know Act. She stated that under the Right-to-Know Act, handwritten notes are not for the public to see. Only completed minutes which have been motioned on can be requested by the public once a request form has been properly filled out. She recommended the Municipal Authority Board adopt similar resolutions as the Township had.

Gary Summers moved the resolutions be tabled until the next Authority Board meeting in order for Richard Deetz to review the Township resolutions. Oscar Woerlein seconded the motion and motion carried 4-0.

Discussion on the Bushkill group will be held in Executive session.

**Engineering:**

Doug Olmstead reported the Winona Plant's grading was still a work in progress and would be completed as soon as the weather cooperated. Once the grading has been completed, the fence will be installed.

Regarding the budget for the main plant, Doug will be getting together with Dave Scholtz to complete it.

Doug Olmstead informed the Authority Board no response has been received from FNCRB regarding the easement problem.

Doug Olmstead stated he is still working on the rules and regulations for the Municipal Authority Board.

Three bids were received for the slats for the fence around Pump Station 6. Doug recommended the Board accept the bid from Lehigh Valley Fencing. Their bid was \$550.08 for the slats, without installation.

Mickey Roth questioned Scott Schaller whether the Township personnel would be able to install the slats onto the fence surrounding Pump Station 6 and Scott stated yes they would do it.

Oscar Woerlein moved the Board accept the bid from Lehigh Valley Fencing to provide the slats for the fence surrounding Pump Station 6 and Scott LaBar seconded the motion. Motion carried 4-0.

Mickey Roth directed Sandra Black to order the slats from Lehigh Valley Fencing.

After an extensive discussion on the bushes to be placed around the fence of Pump Station 6, Oscar Woerlein moved Damian DeGeorge to obtained bids for the landscaping around the fence. Scott LaBar seconded the motion and motion carried 4-0.

Gary Summers questioned Doug regarding the drafts of the letters for Big Ridge and the Lake of the Pines situation which were discussed in the previous Authority Board meeting.

Doug stated the drafts of the letters were ready for review by the Board but recommended the letter to Big Ridge not be sent until negotiations with the Bushkill group were completed. The Lake of the Pines drafted letter would inform the homeowner of the need to purchase a second edu for the second house on the property. The homeowner would then be receiving two invoices from the sewer authority.

Doug questioned the Authority if they wanted a grinder pump to also be installed. It was suggested a stipulation be made in case the houses are sold making it mandatory for the grinder pump to be installed. When a title search is conducted it would let the new homeowner know a second grinder pump has to be installed. Doug will work with Richard Deetz on the wording of the letter regarding the Lake of the Pines situation.

Doug Olmstead stated the specifications and plans for the pump station repairs are ready to go out for bids.

Mickey Roth questioned Fred Courtright whether the repairs for the pump stations could be included in the H20 grant.

Fred Courtright stated yes they could be included for the second go around of the H20 grant meetings.

Doug Olmstead stated he will be getting together with Fred Courtright regarding the sewer extension progress plans to the flea market. They will be finalizing their submission to the DEP for the part two permit. Obtaining the permits will take three to five months.

Mickey Roth stated he spoken to Chuck Leonard regarding obtaining funding for the sewer extension to the flea market and Mr. Leonard is extremely interested in it.

Mickey Roth directed Doug Olmstead and Fred Courtright to speak to Chuck Leonard regarding possible funding of the sewer extension to the flea market.

Doug Olmstead proceeded to read the submitted grease trap report from Damian DeGeorge. Damian DeGeorge had visited both the "Tres Amigos and "Taste of Portugal" restaurants. Both restaurants have agreed to provide their cleaning reports on a monthly basis due to the small size of their grease traps. Tres Amigos has also requested help in changing their current grease trap to a larger one and a more convenient one.

There was an extensive discussion regarding the different sizes of grease traps and usage of them. Mickey Roth suggested Doug Olmstead review the grease traps ordinances and submit a report to the Board.

**Sub-Contractor:**

Fred Courtright of Achterman Associates stated the H20 grant reviewer had been given all of the requested information for the grant. He stated the Board would be holding a meeting the following week regarding the grant.

**Accountant**

Robyn Pugh stated she had reviewed the audit results submitted by Riley and Company. She submitted questions regarding the audit to Scott Miller and has not heard anything as of yet.

Robyn stated she was in the process of obtaining various debt scenarios with regard to the financing needed to acquire additional capacity and other projects. She stated a 20 year bond offers the most advantageous option for the Authority.

Robyn informed the Board she had spoken to Tom Beckett and he will provide further information regarding the general obligation bond and he requested a meeting with her and Sherry Predmore regarding it.

Gary Summers moved Robyn Pugh and Sherry Predmore to meet with Tom Beckett regarding the general obligation bond. Oscar Woerlein seconded the motion and motion carried 4-0.

Robyn submitted to the Authority Chairperson a letter addressed to Sharon Surguy of M&T Bank requesting the balance of the funds in the construction account. It was motioned and seconded that Mickey Roth approve the letter. Motion carried 4-0.

The bank accounts held by PNC for the Municipal Authority Board should be closed down in its entirety by the next Authority meeting.

Robyn also suggested the Authority Board should consider moving the contents in the PLIGT account to Wayne Bank. Gary Summers requested Robyn Pugh present a comparison between PLIGT and a similar account offered by Wayne Bank for the next Authority meeting.

**Plant Operator**

Dave Scholtz stated the Winona Plant has had several issues both electrical and mechanical. Made several calls to Kruger who responded and the problems have been solved. Plant is running well with normal flow rates.

Main plant is also running fine, processing the sludge, normal operational issues.

Flow meter was installed by W. G. Malden at Country Club of the Poconos underneath the bridge. They were able to get a good signal and it was removed. W. G. Malden will submit proposals for a permanent installation.

Mickey Roth proceeded to read an email request for the results of the samplings from CCP. Dave Scholtz stated he had already submitted the requested information to them.

A proposal from Siemens regarding the collection system was submitted to the Authority Board for their review. This item is being tabled until the next meeting.

### **Old Business**

Mickey Roth read the delinquent account update submitted by Sandra Black. Since April 15, 2009 a total of \$17,829.43 has been collected; overall collected since February, 2009 is \$128,796.63 with two liens being satisfied.

### **New Business**

Mickey Roth stated the Authority Board is contemplating selling the Winona plant and requested Scott LaBar address the issue.

Scott LaBar stated to the Board that it was feasible to sell the plant to a small utilities company and ARI, Alternative Resources, Inc. would be able to handle the promoting of the sale of the Winona Plant. ARI is an independent consulting firm which provides management, engineering, environmental, economics and planning services to assess alternatives and implement solutions for waste water treatment and residuals management. The sale of the plant will be advertised in trade magazines.

ARI submitted to the Board their statement of qualifications on the sale of waste management, water and wastewater treatment services. Scott LaBar stated the Authority has to decide if they want to hire ARI to be in charge of selling the Winona plant.

Mickey Roth informed the Board of the fees for ARI, Tasks 1- through 5 is \$38,000 and Task 6 which is contract negotiations is \$4,800 and the monies paid up front comes back to the Authority at the back end of the contract.

After a lengthy discussion among the Board members regarding the hiring of ARI, Oscar Woerlein moved the Authority Board hire ARI to sell the Winona plant.

After several questions from the Board members and private citizens regarding the aspect of selling the plant, Mickey Roth suggested a representative from ARI should attend the next Authority meeting to clarify some points.

Motion regarding the hiring of ARI was tabled.

Mickey Roth informed the Board a tapping fee for Winona Lakes had been paid and several sewer authority customers had requested clarification as to the new tapping fees.

**Executive Session:**

Mickey Roth moved for the Authority Board to enter into Executive Session at 7:30 P. M. and Oscar Woerlein seconded the motion. Motion carried 4-0

Oscar Woerlein moved for the Municipal Authority Board to reconvene at 8:30 P. M. and Gary Summers seconded the motion. Motion carried 4-0.

There being no further business, the meeting adjourned at 8:35 P. M.

Respectfully submitted:

Sandra Black, Recording Secretary  
Middle Smithfield Township Municipal Authority

Mickey Roth \_\_\_\_\_

Oscar Woerlein \_\_\_\_\_

Gary Summers \_\_\_\_\_

Scott LaBar \_\_\_\_\_