

The regularly scheduled monthly meeting of the Municipal Authority of the Borough of Sinking Spring was opened on Tuesday, January 8, 2008, at 7:00 p.m., at the Sinking Spring Borough Hall, by Mr. Francis Butkus. The following Authority members were present:

Francis Butkus
Richard Biggs
Dennis Leiby
Brenda Messina

Others present were: Mr. Alex Morrison, ARRO Consulting, Municipal Authority Engineer; Mr. John Hoffert, Authority Solicitor; and Mrs. Elizabeth White, Authority Secretary Treasurer who recorded the minutes of the proceedings. Council Representatives included; Mr. George Butkus.

REORGANIZATION:

Mr. Butkus welcomed Ms. Messina to the Authority and mentioned that the other new member, Mr. Jeffrey Mohn, did not have enough notice since he was only notified the evening before that he was appointed to the Authority.

Mr. Butkus stated that we had to reorganize before we did anything else.

Mr. Butkus opened the nominations for Chairman. Mr. Biggs nominated Mr. Frances Butkus. Hearing no other nominations, Mr. Biggs made the motion to reappoint Mr. Butkus as Chairman; seconded by Mr. Leiby. Motion carried.

Mr. Butkus opened the nominations for Vice-Chairman. Mr. Biggs nominated Mr. Leiby. Hearing no other nominations, Mr. Biggs made the motion to appoint Mr. Leiby as Vice-Chairman; seconded by Mr. Butkus. Motion carried.

Mr. Butkus opened the nominations for Secretary/Treasurer. Mr. Butkus nominated Ms. White. Hearing no other nominations, Mr. Butkus made a motion to appoint Ms. White as Secretary/Treasurer; seconded by Mr. Biggs. Motion carried.

Mr. Butkus opened the nominations for Engineer. Mr. Butkus nominated ARRO Consulting. Hearing no other nominations, Mr. Butkus made the motion to retain ARRO Consulting as Authority Engineer; seconded by Mr. Leiby. Motion carried.

Mr. Butkus opened the nominations for Solicitor. Mr. Leiby nominated Mr. Hoffert. Hearing no other nominations, Mr. Leiby made the motion to reappoint Mr. Hoffert as Authority Solicitor; seconded by Mr. Biggs. Motion carried

APPROVAL OF MEETING MINUTES:

Mr. Butkus asked if everyone had a chance to look over last months meeting minutes and if there were any errors or corrections. Mr. Butkus stated that there was one correction on the second page which Ms. White stated that she would correct. Mr. Leiby made a motion to accept the December 11, 2007 minutes with the correction; seconded by Mr. Biggs. Motion carried.

ENGINEERS REPORT:

Mr. Morrison presented the Engineers Report dated January 8, 2008. Copy attached.

Sewer System Infiltration and Inflow Project:

Mr. Morrison stated that a Notice to Proceed was issued to both contractors on the project on December 12, 2007.. He mentioned that there was a Pre-Construction meeting on January 2, 2008, which began the construction time. He stated that substantial completion for the job is slated for March 3, 2008 with final completion on April 2, 2008. He mentioned that shop drawings have been submitted by Wexcon and that a copy of the HOP was forwarded to Wexcon. He stated that Wexcon began work on January 7, 2008 on Broad Street which included digging up and repairing the laterals.

Mr. Butkus mentioned that George has down there today talking to John Hart. He stated that if the weather holds out they should be wrapping things up on Broad Street tomorrow.

Mr. George Butkus mentioned that the contractor never contacted the Borough to let them know when they were going to begin work and that the residents were given very short notice as to when they would not be able to use the sewer. Mr. Morrison stated that they did question Wexcon about that today. He stated that at the pre-construction meeting they were directed to provide at least 48 working hours of notice before going out there. He stated that Wexcon only notified them on Friday and ARRO had to scramble and hand delivered letters to the individual home owners on the street so that they were aware of what was coming.

Mr. Butkus stated that Liz Sloan, who lives on Broad Street, complained at the Council meeting last night because she was not notified and a pile of stone was dumped in the street in front of her house. Mr. Morrison stated that he was made aware of that this morning and that it has been moved.

Discussion ensued as to the time frame of the notification to the Borough about cutting into the street.

ENGINEERS REPORT: (Cont.)

Lengthy discussion ensued on changes in use and apartment conversions requiring review of sewer capacity.

Mr. Biggs stated that what we have is a communication problem between the Borough Council and the Authority and information not being shared. Mr. Hoffert suggested a letter be sent to Council asking them to consider an Ordinance or Resolution to require any individual making an application for a building permit to respond to the use intended, whether it be an apartment building or a commercial activity, and require a check by the building inspector initially and then referring it to the Authority to check with their engineer in the event something like that occurs. He stated that it is something that could be passed by very innocently and we are going to lose a lot of capacity.

Discussion ensued concerning garbage disposals and grease in the lines.

Mr. Biggs made a motion to have Mr. Hoffert draft a letter to Mr. Fitzpatrick and copy the Borough Council requesting capacity questions on Building Permit Applications; seconded by Ms. Messina. Motion carried.

Mountain Home Road Sanitary System Additions Project:

Mr. Morrison stated that substantial completion is slated for March 10, 2008 with final completion being set for April 19, 2008. He stated that work did resume on the site with the gravity sewer being installed. He stated that the pump station is scheduled for delivery in the next week.

Mr. Morrison mentioned that E. Kuser Inc. has submitted Payment Application No. 1 in the amount of \$18,241.43. He stated that ARRO has reviewed the application and recommends payment. Mr. Leiby made a motion to pay E. Kuser \$18,241.43 for Payment Application No. 1; seconded by Mr. Biggs. Motion carried.

Ms. Messina question what this project was because she thought the it was finished. Mr. Morrison explained that there were two phases to the project and also that the Borough had its own project there with the storm water.

Wastewater Treatment Plant Project:

Mr. Morrison mentioned again that a "special study" is needed which needs to be adopted by the Borough. He stated that because of that the Borough has elected to have a third part (BCM Engineer's) review the project. He stated that ARRO has been submitting information to BCM.

ENGINEERS REPORT: (Cont.)**Wastewater Treatment Plant Project:**

Mr. Morrison mentioned that when you do a construction project like this, and you are going to do a structural design, you need a geotechnical report. He stated that the geotechnical report is when they go in and do the soil borings. He stated that Earth Engineering Inc. has completed the prior geotechnical reports for the Authority. He stated that ARRO does not do soil borings, so Earth Engineering Inc. provides the report and ARRO does the design based on the report. He stated that with the Authority's concurrence he will solicit scope, schedule and budget from Earth Engineering Inc. for the Authority's review.

Mr. Leiby made a motion to have Mr. Morrison contact Earth Engineering Inc. to get the scope, schedule and budget; seconded by Mr. Biggs. Motion carried.

Mr. Biggs asked, as a Borough resident, at what cost is this BCM review. Mr. Morrison stated that he does not know what their price is but he would not think that it would be more than \$10,000.00. Mr. Morrison stated that the Borough elected to take this on because he believes that they wanted reassurance that we are doing the right thing. Discussion ensued.

Hull Street Apartments - Planning Module:

Mr. Morrison mentioned that there was a willingness to serve letter prepared which did contain a condition concerning the hydraulic overload condition on Columbia and Penn Avenues. It states that the overload situation must be mitigated in some fashion. He mentioned that the letter was dated January 8, 2008. Mr. Butkus gave an explanation of what Mr. Grande is looking to do and where the overload situations are. Mr. Morrison explained that Mr. Grande needed the willingness to serve letter prior to going to the Zoning Hearing Board. He stated that if the Zoning Hearing Board shots the project down then there will be no project and we won't have to worry about it. He stated that ultimately a decision has to be made as to what we are going to do with these pipes.

Traditions at Sinking Spring Development:

Mr. Morrison mentioned that Traditions did submit revised sewer drawings and that ARRO is in the process of reviewing them. He also mentioned that there is still some information that they need to get and that they may need to have a meeting with them.

ENGINEERS REPORT: (Cont.)**Infiltration and Inflow Study:**

Mr. Morrison mentioned that this is an old item and that the study was completed. He mentioned that the contractor's request for payment was denied due to missing information. He stated that ARRO has sent a letter to ADS with the numbers that ARRO could justify and basically told them that we will pay them the contract amount less the value they have been paid to date if they finalize their application for payment and give us a contractors release of liens. He stated that he believes that once ADS gets the letter they will fix the problem. He stated that ADS is due about \$95,000.00.

Sewer System Capacity Limitations:

Mr. Morrison stated that a letter has been received from Alcon in response to ARRO's December 4, 2007 letter regarding discharge to the sewer. He stated that based on historical flow data, Alcon has reduced water usage since 2006. He stated that he has attached two pages, one a tabular form and the other a graph showing Alcon's water usage as provided by Pennsylvania American Water. He stated that he has spoken to a representative from Alcon and that they are willing to meet with us and go over the capacity concerns. Discussion ensued.

Mr. Butkus stated that we should set up a meeting with representatives of Alcon for sometime in the next two weeks.

JOHN HOFFERT:

Mr. Hoffert stated that he spoke with Ms. Masano yesterday relative to South Heidelberg's agreement. He stated that he tried to contact Mr. Fitzpatrick concerning the revisions that he was doing to that agreement. Mr. Butkus asked which agreement that was. Mr. Hoffert stated that the one that Mr. Fitzpatrick has is the one between the Borough of Sinking Spring, the Township of Spring and the Municipal Authority. Mr. Butkus stated that he had spoken to Mr. Fitzpatrick last night and that the agreement is with Mr. Lillis. Mr. Hoffert stated that he still had not received the final draft yet. He stated that Mr. Fitzpatrick told him that we are good with Ms. Masano and we are good with Lower and Spring is where the hold up is. Mr. Hoffert stated that he would like to see Mr. Butkus and the Authority execute the one with South Heidelberg because it was a final draft and is ready to go. He stated that if the Borough is all right with it, and apparently they are, we are ready to go with that. He mentioned that South Heidelberg is the one were we have the three zones to get corrected. Mr. George Butkus stated that the Borough has not executed any of those agreements because conditioned upon that being executed is Spring's acceptance of the conditions in it because they will be the ones officially assuming the responsibility of treating it.

JOHN HOFFERT: (Cont.)

Mr. Hoffert stated that to save time he would like to see the Authority authorize Mr. Butkus to execute the agreement conditioned upon the Borough's approval because we do not have any issues with the one with Ms. Masano at this point. He stated that he can't speak for the one that Mr. Fitzpatrick has because he has not seen the final draft. Mr. Leiby made the motion; seconded by Mr. Biggs. Motion carried

FRANCIS BUTKUS - CHAIRMAN:

Mr. Butkus mentioned that we received a copy of the Municipal Authority's Act from PMAA. He stated that we can purchase more copies for \$25.00 a piece or \$18.00 a piece if you order five or more. Mr. Butkus asked if anyone had ever read the Municipal Authority's Act. Mr. Butkus stated that it would be wise for every Authority member to have one. It was decided that the Authority should order six more copies. Mr. Leiby suggested that the Council members should also have them. Mr. George Butkus stated that he would ask his committee if Council would like to order any copies and get back to Ms. White tomorrow.

Mr. Butkus asked for a motion to order the six copies for the Authority. Ms. Messina made the motion; seconded by Mr. Biggs. Motion carried.

APPROVAL OF BILLS:

Mr. Butkus stated that we have four bills from ARRO Consulting totaling \$8,850.80. Motion was made by Mr. Leiby to pay the bills; seconded by Ms. Messina. Motion carried.

Mr. Butkus stated that we have a bill from the Reading Eagle in the amount of \$50.00 for advertising the meeting change for 2008. Motion was made by Mr. Leiby to pay the bill; seconded by Ms. Messina. Motion carried.

Mr. Butkus stated that we have two bills from Mr. Hoffert. One for services rendered through January 8, 2008 in the amount of \$250.00 and one for expenses insured for recording the Right of Way Agreements for Mt. Home Road in the amount of \$163.00. Mr. Leiby made a motion to pay Mr. Hoffert's bills in the amount of \$413.00; seconded by Mr. Biggs. Motion carried.

Mr. Butkus stated that we have a bill from Ms. White in the amount of \$200.00 for services rendered for December 2007. Motion was made by Mr. Biggs to pay the bill; seconded by Ms. Messina. Motion carried.

TREASURER'S REPORT:

Mr. Butkus asked if everyone had received a copy of the Treasurer's Report dated January 8, 2008 and if anyone had any questions. Mr. Butkus explained that almost all of the money we have is to pay for the projects that we all ready have in process. He explained, for Ms. Messina, that we ordered a pair of gear boxes for the plant about a year ago. He stated that we received the small one in July and that the other was to be in for October, but we still have not received it. He also stated that some of the money is for the Mt. Home Road project and the I & I repairs.

Mr. Butkus also mentioned, for Ms. Messina's benefit, that the Authority put \$600,000.00 on the Blue Ball loan to pay down the debt. Discussion ensued.

Motion was made by Mr. Leiby to accept the Treasurer's Report; seconded by Mr. Biggs. Motion carried.

GEORGE BUTKUS - COUNCIL SEWER COMMITTEE CHAIRMAN:

Mr. George Butkus gave a report on sampling at the Sewer Plant. He also mentioned that he stopped by Broad Street and that two of the connections were all ready completed when he was there this afternoon and that they were cutting into the third. He mentioned that the paving was not done but that the connections to the sewer was. He mentioned that the contractor is supposed to be on Blanbrid tomorrow.

Mr. George Butkus mentioned that Pete is coming up with a new schedule so that with in every five years every foot of sewer main in the Borough will be televised by the crew operating the plant. He stated that certain problem areas will be check more frequently and certain lateral tie ins.

Mr. Butkus mentioned that the sewer plants new computer system is up and running but they still do not have Internet access because they do not have cable. He mentioned that we already have phone lines going out there so they will be looking into going with DSL so they get a little faster service than dial-up. He mentioned that they need to file some of the reports with the state on line and they can get a lot from the State on line by downloading the information.

Mr. Butkus mentioned that they had to do some repairs to the fence where damage was done when a tree fell on it during the ice storm. He stated that the Borough paid for it and that it was under \$1,000.00.

Mr. Butkus mentioned that hopefully in April they will be working on the bridge at the Sludge Digester.

GEORGE BUTKUS - COUNCIL SEWER COMMITTEE CHAIRMAN:

Ms. Messina asked if the Authority deals with the plant. Mr. George Butkus explained that the Authority owns the plant and that the Borough operates the plant. He stated that the Sewer Committee, of which he is the Chairman, oversees the running of the plant on the Borough's behalf.

Mr. Butkus also mentioned that he has spoken to Ms. White and that once the minutes of the Authority Meetings are approved by the Authority she will see that all of Council receives copies so that we have a better line of communication.

ADJOURNMENT:

Mr. Butkus asked if there was anything else for the good of the order and asked for a motion to adjourn.

Mr. Biggs made a motion to adjourn; seconded by Mr. Leiby. Motion carried.

Respectfully Submitted,

Elizabeth White
Municipal Authority Secretary/Treasurer