

**BETHEL TOWNSHIP MUNICIPAL AUTHORITY
MINUTES**

April 1, 2009

The meeting of the Bethel Township Municipal Authority was called to order by Chairman, David Younker at 7:05 p.m. on April 1, 2009 at the Bethel Township Community Center, Bethel PA.

Pledge of Allegiance

Roll Call

Chairman Younker called the roll:

Rufus Geesaman – present

Harold Gruber – present

Kevin Stupp –present

David Younker – present

Carl Weaver – present

Also present were John Roche, Andrew Gaul of Vision Engineering and Darlene Orendo, Secretary.

Public Comment on Agenda

None

Approval of Minutes

Harold Gruber made a motion to approve the minutes of March 4, 2009. Seconded by Rufus Geesaman. Carl Weaver made a motion to approve the minutes of the Special Meeting held March 16, 2009. Seconded by Kevin Stupp. All agreed. Motion carried.

Member Report

Rufus Geesaman reported the Board received a letter from Walton Water Services. They are interested in submitting a proposal to operate the treatment facilities at Bethel and Frystown. The letter will be placed on file. Letters were also received from Berks Co. Public Works and PMAA regarding the spring workshop.

Solicitor Report

Solicitor Parish was absent from the meeting. Items will be discussed under the Engineer's report.

At this time Chairman Younker acknowledged Hap Witmer from Abel Recon. Mr. Witmer gave a presentation to members of several spray-on materials that line the man holes and wet wells. A hand out was given for the file.

Engineer's Report

This office has been working on the following items this past month and would like to update the Board as follows: (items denoted with “*” have accompanying information in the Board’s packet. Items denoted with “**” have been forwarded to board members prior correspondence this month).

DEVELOPMENT PLANS FOR BOARD REVIEW AND/OR ACTION (POTENTIAL VISITORS):

1. *BTMA-08103 Berks County Industrial Development Authority: This office received a revised plan submission although has not completed a formal review of this plan due to other ongoing commitments this month.
2. *BTMA-08111 Bethel Elementary School Plan (Village of Bethel): This office has continued to work with the various plan submissions this month and has offered our review comments (separate letter) to the Board for their consideration. The applicant is looking for an approval by the Board this evening.

FINANCING MATTERS (PENNVEST & PENNWORKS):

3. *This office is recommending payment of invoices (separate correspondence to the Board) for the construction project for the following listed contracts (through to 02/20/09) which would require Board action for payment. The payment details are attached (separate correspondence) and summarized as follows:
 - a. Contract # 2 Bethel collection lines (100% complete to date).
 - b. Contract # 3 Bethel Pump Stations (73 % complete).
 - c. Contract # 4 Bethel Wastewater Treatment Plant (72% complete).
 - d. Contract # 5 Frystown Wastewater Treatment Plant (49% complete).
 - e. Contract # 7 Plumbing Systems for WWTP and appurtenances (16% complete).
 - f. Contract # 8 Electrical Systems for WWTP and appurtenances (30% complete).

CONSTRUCTION MANAGEMENT AND LOGISTICS:

4. *We continue providing the Board with our inspection reports (email) and have provided hard copies for Board Members of this past month’s activities. In summary the work has been progressing as follows:
 - a. **Contract # 1** – Frystown Collection Lines. No work was completed this past month (waiting for favorable paving weather to complete).
 - b. **Contract # 2** – Bethel Collection Lines. The work completed this past month included primarily some force main work. The testing of the force mains revealed some corrective measures that Marks Contracting is still working on.
 - c. **Contracts # 3 – # 8** The work on the various contracts continues in varying degrees. We have now implemented regular (bi-weekly) progress meetings for ALL contractors, engineers, etc. in order to facilitate coordination of all parties.

- i. We have focused our efforts in developing various options in addressing the groundwater conditions in Frystown. At this point we have developed the following options for the Board to consider and should have supplemental information for further discussion:
 1. Removal of the groundwater with a series of wells installed in and around the site.
 2. Implementing a revised structural design to allow the groundwater in place and to keep the groundwater out of the building (heavier & waterproof type structure).
 3. Completely revise the type of pump (from suction lift to a submersible type) in order to remove the basement structure to house the current suction lift pumps.
- ii. There have been a few change orders proposed as result of reviewing various submittals etc. and are discussed below.

PLAN REVISIONS AND/OR CHANGE ORDERS:

5. **Contract # 3 (Old 22 Pump Station):** As a result of further review of field conditions, this office revised the layout and grading of the site to enable better runoff patterns and functionality and will verbally present these revision for the Board members.

DEVELOPMENT PLANS FOR BOARD INFORMATION/UPDATE:

6. **Fox Property (Frystown area) adjacent to Werner Trucking and I-78:** This office received a phone call from the consultant for this tract notifying us of their zoning approvals for the site and their intentions of moving ahead with the development plans.

OTHER MATTERS REQUIRING BOARD REVIEW AND/OR ACTION:

7. **Supplemental project funding:** We would recommend the Board looking into possible supplemental project funding (grants) with the pending stimulus packages. We would see several opportunities for these funds (increasing the grant funds to reduce the overall cost to the users and possibly for any implementation stages of the Frystown infrastructure (related to the current 537 plan revisions). Preliminary discussions should include Frank Leber and PENNVEST in order to fully understand any impacts or restrictions that the current funding sources would have.
8. **ACT 537 Plan Revisions:** This office continues work with Attorney Parish and the Township Engineer in developing a portion of these revisions to protect the Authority's interests.

PUBLIC RELATIONS/ MISC. INFORMATION:

9. We continue updating items on our website and certainly welcome any further suggestions on how this may be used for disseminating the project information.

10. This office has been formalizing the standard details for the Authority and has some draft copies for the Board's review. We expect to have these completed the next month or two.
11. The surveyor has been surveying the as-built sewer facilities and this office will be compiling this information for the development of as-built (record) plans.
12. We will continue working with Terry Parish on the various ordinances as necessary.
13. We will continue working with Terry Parish on the ACT 537 plan revisions as being driven by the developers (Frystown village).

The following notes were taken during the Engineer's report from discussion with the Board and Vision Engineering:

Contract #3-#8

i – Marks Construction is waiting on some pricing and no quote was available for tonight's meeting. John felt one would be available for the workshop meeting.

Plan Revisions and or Change Orders

4. Contract #8(Change order #6) – Rufus Geesaman made a motion to approve Change order #6 for Contract #8. Second by Kevin Stupp. All agreed. Motion carried.

5. Contract #5 – Fencing Limits at Frystown WWTP – A motion was made by Rufus Geesaman to put up a fence around the whole area of the Frystown WWTP. Motion seconded by Carl Weaver. All agreed. Motion carried.

6. Fox Property – options for this site will be looked into and presented at a later date.

7. Bethel school was added to the discussion by John. He feels this issue needs to be revisited in order to establish a policy for non residential users. He will prepare some guidelines for the Board to consider.

Other Matters Requiring Board Action

8. No action was taken at this time. There are several unanswered legal questions and this will be discussed at the next meeting.

Verizon has been working on phone lines which should be complete by next month's meeting.

Unfinished Business

Curbing and driveway issues with a resident at the east end of town were discussed. Rufus requested John have Marks Construction contact him regarding this issue. A price for resurfacing the driveway was also requested from John.

An on going legal issue with Wesley Weiant was discussed. They are requesting an additional \$750.00 to settle the issue.

8:00 P M - An executive session was called at this time to discuss real estate and easements. The meeting was reconvened at 8:10 PM.

Rufus Geesaman made a motion to have Solicitor Parish take action to communicate with Mr.Weiant's counsel to consider the Board's original offer final. If not accepted they will have the option to take it to Berks County Court. Must respond within

5 day's or at discretion of Solicitor. Motion seconded by Harold Gruber. All agreed. Motion carried.

Rufus also contacted the auditor; a draft of the audit should be available in 2 weeks.

The Township newsletter was discussed. John will prepare something for members to review and Darlene will check to see if we can meet the deadline.

New Business

Rufus received a letter from PMAA requesting updated roster information. He also requested and received detailed position descriptions from PMAA and a booklet with pay scales. PMAA has compiled the booklet from other municipalities in the state. A workshop was requested to compile a draft of descriptions. Rufus Geesaman made a motion to hold a special meeting on Thursday, April 23, 2009 at the Township Office for issues as required. Second by Kevin Stupp. All agreed. Motion carried.

Marks construction has reseeded and stabilized the area at the Meadows. It has also been approved by BCCD & DEP.

Authorization of Payment of Bills

Members were advised that another door has been installed at the Frystown office building. Rufus Geesaman made a motion to approve payment of all the bills and authorize payment of an interest bill that will come due during the month. Second by Kevin Stupp. All agreed. Motion carried.

Public Comment

Burt Klopp, Bethel, asked about the tap in fee. He was advised that it has been waived.

Supervisor Randall Haag requested the Board come up with some projections of electric use from the newly constructed sewer plants. He is looking at the Township entering into a cooperative purchasing agreement that Berks County offers for electric, chemicals etc... He also thanked the Board for replacing the front door at the Township Office.

Rufus requested approval from to attend a PMAA workshop to be held in Hershey on management. Carl Weaver made a motion to authorize Rufus to attend the workshop. Motion seconded by Kevin Stupp. All agreed. Motion carried.

Adjournment

A motion to adjourn the meeting at 8: 50 p.m. was made by Harold Gruber. Second by Kevin Stupp.

Respectfully Submitted,

Darlene M. Orendo
Secretary