

**BETHEL TOWNSHIP MUNICIPAL AUTHORITY
MINUTES**

AUGUST 1, 2007

The meeting of the Bethel Township Municipal Authority was called to order by Chairman David Younker at 7:05 p.m. on August 1, 2007 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 and Andrew Gaul of Fisher Engineering, Solicitor Terry Parish, and Darlene Orendo, Secretary.

Public Comment on Agenda

No public comment

Approval of Minutes

Rufus Geesaman made a motion to approve the minutes of July 11, 2007. Second by Rufus Geesaman. All agreed. Motion carried.

Member Report

Rufus Geesaman presented material received in the mail regarding sewer safety and the latest PMMA newsletter. He also reported that Tom McKeon, head of the County IDA project requested a meeting with BTMA, Township Supervisor's and Planning Commission members at 6:00 PM on August 28, 2007 prior to the scheduled Planning Commission meeting. The meeting is in regard to the IDA site, any members available are encouraged to attend. Supervisor Mike Orendo commented that the County is looking for information from the Township.

There was a deviation from the agenda to allow Attorney Brian Huckabee and Eugene Siegrist to provide an update to members. They shared their intentions for EDU usage on the proposed development in Frystown. They are presently looking to reserve 56 residential units on the West side of Rte 645 and another 4-6 EDU's on the West side for commercial development. They expect the preliminary plan to be submitted and reviewed for Aug/ Sept meeting and final two month's later. The project would be bankable at that point and a reservation for EDU's could be done at that time. They wanted to reassure the Authority that the project is going ahead. Solicitor Parish stated that there has been a lot of interest and would contact them if the EDU's needed were in jeopardy.

Solicitor Report

A draft of a Bid Document was handed out to all members for review. The draft was put together from a meeting Solicitor Parish had with John Roche and Andrew Gaul. Solicitor Parish also advised members he will draft an invitation to bidders. Using the timeline from Frank Leber typically a bidder has 45 days to prepare. We will need to drop that to 30 days to meet our deadline with PENNVEST. A fee of \$100 -\$200 for the bid document was also discussed. David Younker recommended \$200.

Solicitor Parish then reported on the Capacity Agreements that were mailed to potential developers. Mr. Siegrist development was discussed earlier. He received a call from Mr. Snyder who reported they are not far enough along at this time. Solicitor Parish also reported he had received a fax and a call with a reservation amount of 30 EDU's from Trammell Crow for a 1.3 ml sq ft of industrial space on the Musselman farm. Paul Killar who represents the Musselman's was in attendance and gave some input on EDU vs. gal calculation. Solicitor Parish stated that we will need more information on the project and needs some assurance of their intended flow. Mr. Killar assured members that Trammell Crow is prepared to write a check for reservation as soon as possible.

The Bethel School treatment plant was discussed. Solicitor Parish reported that he received a copy of a letter the Township Solicitor, Eugene Orlando had sent to the School's Solicitor regarding a settlement agreement. An easement from the Bethel school was also mailed out by Solicitor Parish to them to sign and return.

Solicitor Parish advised members he has now recorded 46 easements for Frystown. There are still 4 outstanding easements to date. He has received 18 easements for Bethel. The Bethel Fire Co deed has now been recorded. That finishes all the land we own and currently own all the land we need.

Engineer's Report

Bethel Township Municipal Authority
Monthly Report for August '07

Financing Items Status:

1. This office participated in a second training "webinar" for the processing of the payments and setting up the project (electronic disbursements) on July 19, 2007 with the Treasurer. We will coordinate our efforts with Rufus in setting up the various contracts and accounts once the final bids are received.

Village of Bethel:

2. We are completing the few sewer line revisions as precipitated from some resident comments as well as some utility conflicts (waterlines).
3. The geologist has been obtaining geological information for both the deep sewer (collection lines) as well as the Sewage Treatment plant sites to provide some general information (rock depths) to the bidders as well as the structural designer (100 % design drawings).
4. As discussed and authorized last month, the geologist is working directly with the well driller to establish a well on the site for the Sewage Treatment plant (as was required for the MEP

design). Currently they have a drill date early next week so the design can be 100% completed.

Village of Frystown:

5. As discussed and authorized last month, the geologist is working directly with the well driller to establish a well on the site for the Sewage Treatment plant (as was required for the MEP design). Currently they have a drill date early next week so the design can be 100% completed. A new well was required at this site due to conflicts with separation distances to planned facilities (tanks, access drives, etc.) and the optimal layout and use of the site.

Coordination work with Other Consultants:

6. We are continuing our coordination efforts with the various other consultants (Structural Engineer, Mechanical/Electrical/Plumbing Engineer, Architect, and suppliers) as directed by the Board. We have been reviewing the documents (90% complete plans and specifications) over the past week which we estimated would take at least a month to review and complete. We are progressing at this point with the below estimated schedule and will update the board on a more regular basis over the next several weeks as to the progress as follows:
 - a. **Week of 8/06/07 thru 8/10/07** Review final plans and specifications (90% complete) and highlight discrepancies and updates needed. Additionally continue coordination efforts with Terry Parish for completion of the Project Manual.
 - b. **Week of 8/13/07 thru 8/17/07** Meet with various professionals and vendors to establish and coordinate efforts of everyone for the completion of plans (100%).
 - c. **Weeks of 8/20/07 thru 8/31/07** Completion of plans (100%) and coordination efforts between professionals and vendors.
 - d. **Weeks of 9/3/07 thru 9/14/07** Completion of bid documents and final coordination efforts/review of bid documents with Terry Parish.

Other Input required from the Board:

7. We would like continue (as may be necessary) some discussion and input (legal and policy) regarding the packaging of the contracts (currently five (5) separate contracts) which we had with Terry Parish.

Status of Easements:

8. To date we have delivered eighteen (18) easements to Terry Parish for his further processing (Village of Bethel). Approximately 26 easements are remaining (to be forwarded to Terry) in Bethel (44 total).
9. This past month we have now delivered all sixty one (61) easements in Frystown to Terry Parish for his final review and processing.

Rufus Geesaman reported that in anticipation of auditing by PENNVEST he will be working in the office to organize all expenses which may be submitted for payment.

David Younker questioned John about the timeline and whether they are on track. John said Fisher Engineering has dedicated his time solely to the project. John also stated he is staying in contact with Frank Leber.

David Younker also reported that he had received a call from Rebecca Moyer, 8342 S. Lancaster Ave, Bethel concerning placement of a man hole near the driveway. Resident is requesting it be moved 5'-10'. Andrew showed members the current design on the plan and felt it would be workable. David Younker will contact her.

Unfinished Business

Easements and Capacity Agreement letters were previously discussed.

Interim Financing was then discussed. Rufus Geesaman reported that the First National Bank of Fredericksburg agreed to a 1 million loan due July 1, 2008 @3.75% interest. Frank Leber will be in attendance at the next Supervisor's meeting scheduled August 20, 2007 with all the documents for the Supervisor's signatures. Frank will also be working on the PENNWORKS package.

Rufus also mentioned that Thomas Insurance Group needs a copy our last audit and is still awaiting paperwork from one of the members for bonding.

New Business

Rufus Geesaman is in need of an ink cartridge for the office laser jet printer. It was recommended he buy two. Carl Weaver mentioned an email from RCAP that requested a BTMA endorsement for advertisement purposes. Solicitor Parish stated that we would be allowed to do so. Rufus Geesaman made a motion to allow the statement to go out for RCAP. Second by Harold Gruber. All agreed. Motion carried. Secretary was instructed to respond back by email.

Authorization Payment of Bills

Rufus Geesaman made a motion to pay all the bills and transfer \$47,000 from the line of credit. Second by David Younker. All agreed. Motion carried. Rufus also reported he is expecting a check from PENNWORKS grant by early next week.

Public Comment

None

Adjournment:

Harold Gruber made a motion to adjourn the meeting at 8:40 pm. Motion seconded by Kevin Stupp. All agreed. Motion carried.
Respectfully Submitted

Darlene M. Orendo
Secretary