

ONTELAUNEE TOWNSHIP MUNICIPAL AUTHORITY

MINUTES

October 8, 2015

The meeting was called to order at 6:07pm by the Chairman, Michael Schwenk.

An Executive Session was held from 5:00pm to 6:05pm regarding litigation and personnel.

An Executive Session was held from 6:40pm to 6:50pm regarding litigation and personnel.

An Executive Session was held from 7:48pm to 8:02:15pm regarding personnel.

In addition to the Chairman Michael Schwenk, the attendees were Vice Chairman Romao Carrasco, member Richard Reilly, member Melvin Bailey, member William Klein, Engineer William McMullen and Attorney Elizabeth Magovern.

The delinquent and lien reports were provided to the Board.

Visitor(s): Atty Henry Koch and Scott Sweigert were present on behalf of Forino Company. They were present to ask about the current status of PS7 and the expected time frame of lifting the connection ban. They would like to know if OTMA will request an additional 10 connection for that pump station.

Derek Scholiack was present on behalf of UGI – He requested a reduction in the quarterly water fee for the 10” fire meter. The Board denied the request based on the water chart fees already in place.

Yong Chen was present to dispute the \$15.00 late fee that was placed on the account for a late payment. The Chen’s sent a letter requesting it be removed at the meeting held on September 10, 2015. The Board unanimously denied the removal and the late fee remained in effect. The Board unanimously decided to leave the previous motion as it stands.

Resolutions: 2015-5 – Confidentiality Agreement & Non-Disclosure

Correspondence:

A letter dated October 2, 2015 was received from John Pia regarding the 23 unused EDU’s which run with the property located on Pottsville Pike. Mr Pia is willing to return the EDU’s to OTMA with no money exchanged. Mr. Pia is suggesting that if the EDU’s are sold to an eventual user then OTMA would pay him ½ to 2/3 as consideration for the value of the contribution.

Motions:

A motion was made by Romao Carrasco denying Mr. Pia’s proposal. A letter will be sent to Mr. Pia stating that OTMA will take back the EDU’s but will not be refunding any of the funds if the EDU’s are resold. Upon return of the EDU’s, the current lien will be canceled of record and no further monthly charges will be applied. This will be contingent on the Solicitor following up with the township regarding the plans that were previously submitted. Michael Schwenk seconded the motion. The motion was carried 5-0.

A motion was made by Michael Schwenk to have the secretary place the additional charge of \$22.75 as a result of the sheriff’s sale placed on the account for 35 Nantucket Drive. William Klein seconded the motion. The motion was carried 5-0.

A motion was made by Romao Carrasco to accept Resolution 2015-5 as written. Michael Schwenk seconded the motion. The motion was carried 5-0.

A motion was made by Michael Schwenk to accept the proposal from Wexcon for the relocation of the air release pit located on the Brenntag property. The cost shall not exceed \$16,600.00 and should be completed prior to December 21, 2015. Richard Reilly seconded the motion. The motion was carried 5-0.

A motion was made by Michael Schwenk to get quotes for new pumps at Pump Station 7 on Gernants Church Road. Romao Carrasco seconded the motion. The motion was carried 5-0.

A motion was made by Romao Carrasco to accept the proposal from JS Environmental to install a flow meter at Pump Station #6 at a cost not to exceed \$993.00. Richard Reilly seconded the motion. The motion was carried 5-0.

A motion was made by Romao Carrasco to have the Benco property remain at 1 EDU with regards to the building addition. The total number of employees shall not exceed 9. If they have more than 9 employees, the capacity will be reviewed and the number of EDU's could change. A meter will be installed to monitor the daily flows. Richard Reilly seconded the motion. The motion was carried 5-0.

A motion was made by Romao Carrasco to sign and approve the engagement letter from Long and Barrel for the 2015 Audit at a price of \$9,990.00. William Klein seconded the motion. The motion was carried 5-0.

A motion was made by Michael Schwenk to ratify the hiring of Heather Nowicki as of October 1, 2015 as the administrative assistant for OTMA. The hours will be 9am to 3pm on Tuesdays and Thursdays and other days as needed. The rate of pay will be \$14.00 an hour. William Klein seconded the motion. The motion was carried 5-0.

A motion was made by Romao Carrasco to accept the revised handbook as written. Michael Schwenk seconded the motion. The motion carried 5-0.

Misc:

- A letter will be sent to Benco reiterating the motion made by Romao Carrasco regarding the EDU's.
- A signed copy of the engagement letter from Long & Barrel will be sent in the mail.

Approval of Minutes:

- A motion was made by Melvin Bailey to approve the minutes from the meetings held 9/8/2015, 9/10/2015, and 9/11/2015. William Klein seconded the motion. The motion was carried 5-0.

Solicitor's Report: Adopt Resolution 2015-5 – confidentiality agreement
Millers MHP Agreement re: 3 unused EDU's

Inspector's Report:

- LOT #221 – Willow Glen – sewer & water
- LOT #166 – Willow Glen – sewer & water
- LOT #51 – The Harvest – sewer & water
- Water Meters were read for the third quarter on October 1, 2015

Engineer/Operator Report:

- The Water Meter and Rate schedule are being reviewed for a possible update.
- The standard specifications, rules & regulations have been updated and completed.
- Connection Bans – A corrective action plan was submitted for PS1, PS3, PS4, and PS7.
- Infiltration issues were noted at PS7 – It is recommended that the repairs are held off until the water table rises. The repairs could be done now, but the issue may not be fully corrected.
- The additive PROKA900 has been added to the system for the 90 day trial.

Expenditure's

- A motion was made by Michael Schwenk to approve the payables in the amount of \$76,854.11, ratify the payables in the amount of \$26,493.58 and the Board payroll in the amount of \$500.00 for October 8, 2015. William Klein seconded the motion. The motion was carried 5-0.

Adjournment

- A motion was made by Romao Carrasco to adjourn the regular meeting at 8:03pm. Michael Schwenk seconded the motion. The motion was carried 5-0.

Minutes submitted by: Kelly A. Burdick