

ONTELAUNEE TOWNSHIP MUNICIPAL AUTHORITY

MINUTES

November 10, 2016

The regular meeting was called to order at 1:04 p.m. by the Chairman Michael Schwenk.

Executive Session: Held from 12:15 p.m. to 1:00 p.m. to discuss litigation.

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.

- There are 11 delinquent accounts and the total amount delinquent is \$13,364.49.

Visitor(s):

- Val Lacis from the Reading Eagle Company observed the meeting

NO ONE WAS PRESENT FROM LEESPORT BOROUGH AUTHORITY.

NO ONE WAS PRESENT FROM MAIDENCREEK AUTHORITY.

Resolutions: None.

Correspondence:

- DEP copied Ontelaunee Twp on their notification to Maidencreek Twp Authority that they are rescinding their letter dated September 13, 2016 requesting a Corrective Action Plan for the James Hardie Plant.
- FTN Financial Refunding Proposal for 2009 Sewer Bonds. This proposal was dismissed, PFM financial was previously approved to move forward with a proposal.
- PFM Financial 2009 Sewer Bond Refinance time line. The earliest settlement possible is February 15, 2017.
- PennDOT District 5 Project Delivery Schedule for June 2016 – December 2018. Filed as information only.
- Scott Kochel resident request for payment plan
- Mark John owner request for late fee waiver on 4 properties
- The Ontelaunee Township Board of Supervisors, at their Meeting on November 3, 2016, appointed Kasia Azzolina to the Ontelaunee Township Municipal Authority Board to fill the unexpired term of Michael Schwenk. Her appointment is effective January 1, 2017.

Motions:

- William Klein made a motion to allow Scott Kochel to pay his outstanding water bill in three monthly installments of \$100 each with no late fee charged. A history of timely payment and special circumstances were considered in this exception to policy. Romao Carrasco seconded the motion. The motion was carried 5-0.
- Romao Carrasco made a motion to allow a one-time waiver of late fees, totaling \$60.00, on the account of Mark John. This is a one-time only courtesy to be noted by the OTMA Secretary. The motion was seconded by William Klein. The motion was carried 3-1. Richard Reilly cast a “No” vote and Michael Schwenk abstained.
- Michael Schwenk made a motion to send letters, and file liens where needed, for all accounts listed on the “Past Due Balance Report”. The Secretary will work with the Solicitor to carry out needed actions. William Klein seconded the motion. The motion was carried 5-0.
- Michael Schwenk made a motion to ratify payables and approve payment of the expenditures as noted in the agenda. Romao Carrasco seconded the motion. The motion was carried 5-0.
- Melvin Baily made a motion to change the monthly meeting of the Ontelaunee Township Municipal Authority from the current time of 1:00 p.m. to 7:00 p.m. beginning in January 2017. The meetings will continue to be held on the second Thursday of the month. William Klein seconded the motion. The motion was carried 3-0. Michael Schwenk and Romaro Carrasco abstained.
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Motions: (cont.)

- Michael Schwenk made a motion to approve the replacement of the transfer screen at Pump Station #1 as quoted by Emergency Systems Service Company at a cost of \$3,225.15. Richard Reilly seconded the motion. The motion was carried 5-0.

Misc:

None.

Approval of Minutes:

- A motion was made by Melvin Bailey to approve the minutes from the regular meeting held on October 13, 2016. William Klein seconded the motion. The motion was carried 5-0.

Solicitor's Report:

- Jamie Schlesinger, PFM Financial, will meet with the Ontelaunee Township Supervisors to review the Bond refinance Proposal. Their approval is needed to guarantee the bonds should the OT Municipal Authority choose to move forward.
- Michael Schwenk asked that ARRO, Alex Morrison, Bill McMullen, and Dale Heckman arrange a meeting in Harrisburg as soon as possible with DEP representatives including Aaron Baar and Tim Wagner to get EDU's at Pump Station #7 freed up so development can move forward. In addition a letter is to be sent with confirmation of receipt to Aaron Baar with Wagner copied.

Inspector's Report:

- Sewer and water service was installed and both passed inspection on Lot #55 in Willow Glen on October 14, 2016.
- Sewer and water service was installed and both passed inspection on Lot #185 in Willow Glen on November 10, 2016.

Engineer's Report:

- ARRO contacted PennDOT to conduct an HOP permit closeout inspection for the West Huller Lane air release. No verification that the HOP has been closed out has been received.
- Schneider Electric is requesting a reduction in the ammonia limit for the strong waste testing. ARRO is reviewing and will forward to Leesport for consideration.
- Vossloh Land Development: Improvement Agreement is in their hands for signature.
- Ryder Land Development: ARRO personnel will review the cost estimate provided, including sanitary sewer and water, and prepare an escrow spreadsheet for the project. The Solicitor has prepared a draft of the Improvements Agreement.
- Sheetz has submitted a land development plan for the reconstruction of their facility located at the intersection of SR 0061 and Ashley Way. Non-residential questionnaire was completed to confirm no additional sewage flow or change in characteristics is proposed by the reconstruction. The plan was conditionally approved by the Supervisors. The OTMA Board postponed approval until next month pending information regarding sewer lines.
- The application for CFA financing for the replacement of the force main for PS #7 was sent prior to the deadline of October 31, 2016.

Sewer Operator's Report:

- OmniSite at PS #7 has been showing problems with pump cycles. Envirep checked and determined some wiring was going bad. Rewired both pump connections and recordings have been fine since.
- Third Qtr 2016 Corrective Action Plan for PS #7 was completed. Complete 1 year readings were sent to Aaron Baar. He is focused on 2 dates in February where dual pump run events may have occurred. ARRO prepared a response in hopes of getting the Connection Ban lifted.
- NAI Keystone: Met with John Buccinno to discuss commercial and light industrial development, and availability of water and sewer in Ontelaunee Township.

Water Operator's Report:

- Hydrant Flushing & PA One Calls were completed as needed. 28 received for the month of September.
- 2 Water Meter installations were completed.
- Distributed/Posted RAWA Booster Station Maintenance Notice and Boil Water Advisory and Lift Notices.

Expenditure's

- A motion was made by Michael Schwenk to approve the current payables in the amount of \$294,415.14 and the Board payroll in the amount of \$500.00 for November 10, 2016. These payables included the principal and interest due to Jonestown Bank for the debt servicing. Romao Carrasco seconded the motion. The motion was carried 5-0.

Adjournment

- A motion was made by Michael Schwenk to adjourn the regular meeting at 2:05 p.m. Richard Reilly seconded the motion. The motion was carried 5-0.

Minutes submitted by: Cynthia L. Harris