

**LOWER SAUCON AUTHORITY  
MINUTES OF MEETING  
AUGUST 16, 2022**

**1. Call to Order**

Mr. Gress called the meeting to order at 6:31 P.M.

**2. Roll Call**

Present were Mr. Gress, Chairman; Mr. Werner, Secretary; Mr. Corcoran, Treasurer; Mr. Smith, Member; Mr. Keich, Member; Mr. Ross, Administrator; Ms. Fetzer, Assistant Administrator; Mrs. Kerchner, Secretary; Mr. Backenstoe, Attorney;(Mr. Anderson, Mr. Davis and Mr. Reccek were not present and Mr. Youst was present via zoom).

**3. Citizen Agenda Items**

None.

**4. Minutes**

Motion by Mr. Keich, Second by Mr. Smith to approve the minutes dated July 19, 2022 as presented.

Roll Call 4-0-1 Motion Approved (Mr. Anderson and Mr. Davis were not present and Mr. Gress abstained).

**5. Financial Report**

Mr. Corcoran said the cash flows tend to follow the billing cycle. He said the revenues will increase with customer payments in September and then again in December. Mr. Corcoran said we have spent about \$3,000 for the Meadows Road bridge utility issues. Mr. Ross said Mr. Youst put together a cost estimate for the Meadows Road bridge utility issues which will be around \$265,000. Mr. Corcoran asked if there is a certain standard that must be maintained to be reimbursed for the invoices. He wants to make sure nothing goes wrong when the time comes to be reimbursed for the expenses. Mr. Ross said he and Mr. Youst had a discussion with a representative from PennDOT and they gave a review of the reimbursement process. The agreement has not been made yet between PennDOT and Lower Saucon Township for the bridge work so the reimbursement process has yet to be determined. The reimbursement payments will however go to Lower Saucon Township and the township will then have to issue a check to the Authority. Mr. Youst said there is no agreement in hand yet to give the Authority the standards we must follow and the

necessary documentation that will be needed. The reimbursement should occur before the bridge construction work begins.

Mr. Smith asked what the risk is for the Authority if the bridge project does not get completed. Mr. Youst said if the bridge project falls through and no bridge gets built, we would have to look at the option of connecting to our existing pipes in the ground or we would keep moving forward with the new main placement knowing that there would be the possibility of bridge work being done in the future. We would not want to have to move our mains years down the road. Mr. Ross said if we would wait to complete our work until the bridge work would be done years down the road if this scenario occurs our agreement with Hellertown Borough Authority would end and we would have to start paying for 50% of the capital improvements of their pump station. This option is not recommended. Mr. Ross said all discussions so far indicate that the project will be moving forward. He said there was talk about having another meeting in the coming weeks about the reimbursement process with PennDOT.

## **6. Agenda**

### **A. 2021 Audit**

Mr. Ross said Cheri Freeh from Hutchinson, Gillahan and Freeh will be at the September meeting to review the audit with the Board Members and answer any questions.

### **B. Applebutter Road Tank Repairs**

Mr. Ross said the interior work on the tank was completed the first week of August and the exterior work was completed last week. The crew working on the tank is at class this week to renew their necessary certification but will be back working at the tank next week. When Mid-Atlantic returns next week they will begin the foundation work. Mr. Gress asked if there are any major concerns with the foundation of the tank. Mr. Ross said structurally there are no problems, but the work needs to be completed. The foundation just has normal wear from over the years. Mr. Youst said the work will be sealing the cracks that developed from normal environmental factors over about 30 years.

### **C. Lead and Copper Testing**

Mr. Ross said we were able to get 20 out of our 40 customers on the approved list to complete the sampling process for the Authority. Out of the 20 samples we received the lab was unable to get a conclusive result on 6 of the samples because there was not enough water in the bottle. Mr. Ross said we contacted the 6 customers, and they did the sampling again for us. The lab picked up the samples last Thursday and we are waiting for the results. We did receive the results from the original test samples. He said once we get all

the results, he will send out the letters to the customers letting them know the levels in their water.

#### **D. Sunderland Drive, Quarter Mile Road and Woodland Drive Pipe Projects**

Mr. Ross said the crew has 3 more service lines that need to be replaced on Sunderland Drive, then all the pipe work will be completed. Next, they will have to replace the fire hydrant and then they will begin the restoration work. He said the crew did an excellent job.

#### **E. Creekside Update**

Attorney Backenstoe said the Authority finally owns the billboard property at 1817 Leithsville Road. He said the settlement went well. He noted that the 15-year easement with the billboard company will now begin. Attorney Backenstoe said he is meeting with Mr. Wilt next week to have him sign his easements with the Authority.

Mr. Youst shared on his screen an updated drawing design for the project. This drawing is updated based on information from PennDOT and the county bridge engineer. Mr. Youst then reviewed the drawing and the updates to the design to the Board Members. The new issue is now where the crane will be located while the work is being completed on the bridge. He said this will affect the Authority in that we will have to go further into the homeowner's property with the easement with our water line so that the crane pad and the crane will not be placed on top of the Authority lines. Mr. Youst noted that we can move forward with the environmental studies to prepare for the permitting for the stream crossing. Also, he said they can begin the proposed design work for permitting.

Mr. Gress asked that since we now own the billboard property if we can begin the work on the pump station design. Mr. Youst said we can begin working on the pump station design with the information we have now. He said any bridge changes that may come about will likely not have an impact on the pump station and the design of the equipment for it.

#### **7. Citizen Non- Agenda Items**

None.

#### **8. Reports**

##### **A. Attorney**

Attorney Backenstoe said he has been working on the Saucon Overlook Subdivision. The Authority will be providing water service to this development. He reviewed the development plans with the Board Members. He said the development is an 18-lot

development with 1 lot being an existing lot. Out of the 18 lots 11 will be located in Lower Saucon and 6 will be located in Upper Saucon. Attorney Backenstoe said that Upper Saucon is unable to provide water to this development since it is too far away from their existing lines. Attorney Backenstoe said he sent a letter to the solicitor of Upper Saucon stating the terms and conditions for the development and they agreed to our terms with a few minor modifications. Attorney Backenstoe said the modifications are minor and he is agreeable to them. The Authority will need to have an improvements agreement for the development. This will be specific to the water system and will be separate from the improvements agreement the township will have. The improvements agreement will be down the road, but he is beginning the process for agreement. Mr. Youst said the Authority has an 8-inch main in the road next to where the development will be, and it will be extended into the development. Mr. Youst noted that the development will need a booster station. The developers still need to get all the necessary approvals for the development.

#### **B. Engineer**

Mr. Yost said the structural engineer for Hanover Engineering has been coordinating with the crew for the Applebutter Road tank foundation repairs.

He also noted that he is working with Attorney Backenstoe on the Saucon Overlook Subdivision development.

Additionally, he is keeping busy moving along with the Creekside project. He provided his update for the Creekside project during the Creekside update earlier in the meeting.

#### **C. Administrator**

Mr. Ross said he completed his 10-week human resource course and said he learned a great deal of information from the class.

He noted that on August 30<sup>th</sup> he along with the field crew will be attending a class.

Mr. Ross said he will be attending the annual PMMA conference in Eire which will take place September 10<sup>th</sup> thru the 14<sup>th</sup>. He said at the conference he will be moving from second vice president to vice president of the organization and next year he will be the president.

Mr. Ross handed out and reviewed the budget process timeline for the Board Members.

#### **D. Chairman**

Mr. Gress had nothing to report.

**E. Members**

No Members had anything to report.

**9. Adjournment**

Upon motion by Mr. Corcoran and agreement by the board the August 19, 2022 Board Meeting adjourned at 7:20 P.M.

Respectfully Submitted,

Emily Kerchner  
Recording Secretary

