

**LOWER SAUCON AUTHORITY
MINUTES OF MEETING
AUGUST 15, 2023**

1. Call to Order

Mr. Gress called the meeting to order at 6:30 P.M.

2. Roll Call

Present were Mr. Gress, Chairman; Mr. Smith, Vice Chairman; Mr. Werner, Secretary; Mr. Corcoran, Treasurer; Mr. Keich, Member; Mr. Thakkar, Member; Mr. Ross, Administrator; Mrs. Kerchner, Secretary; Mr. Backenstoe, Attorney; Mr. Youst, Engineer; (Mr. Davis, Ms. Fetzer and Mr. Reccek were not present).

3. Citizen Agenda Items

None.

4. Minutes

Motion by Mr. Gress, Second by Mr. Keich to approve the minutes dated July 18, 2023 as presented.

Roll Call 3-0-3 Motion Approved. (Mr. Smith, Mr. Corcoran and Mr. Thakkar abstained and Mr. Davis was not present).

5. Financial Report

Mr. Corcoran said we are deep into the engineering spending for the Creekside project. He said looking at the year-to-date spreadsheet we are at a healthy cash balance. He said that we will find out about the grant at the September board meeting as Mr. Ross indicated earlier that the grant will be awarded on Tuesday September 19th and the Authority meeting is scheduled for Wednesday September 20th. Mr. Keich pointed out on the spreadsheet that he believes the total column does not add up correctly. Mr. Corcoran said he will look at his spreadsheet and see what happened and make the necessary corrections.

6. Agenda

A. Creekside Update

Mr. Youst said he submitted various permits last month. Mr. Youst said his staff is now working on getting everything together for the PennDOT permit. This is the permit for Route 412 and the driveway at Mr. Wilt's property. We are waiting to receive word from UGI regarding the gas line that will be used to supply the generator as we may want to include that information in the PennDOT permit. Mr. Youst said we received a response yesterday from Northampton County Conservation District that they received and have done an administrative completeness review of our application for the NPDES storm water permit. Mr. Youst said his team has begun working on the clarifications requested after the first review of the permit application. The technical review of the application will not begin until the application is complete after the clarifications are made and it is resubmitted.

Mr. Gress asked if this delay will negatively impact the timeline. Mr. Youst said the timing of this is tight and that yes, it could affect the overall timeline.

Mr. Thakkar asked if they had a pre-submittal meeting before the permit application was submitted. Mr. Youst said we did not as that would have delayed the submittal of the application and the initial review waiting for an appointment. Mr. Youst said he is hoping they can schedule a meeting in a timely manner to hand submit the permit changes and they would then be able to explain the changes in person. If this cannot be done, they will have to mail in the permit with a summary of the changes that were made. Mr. Thakkar said in his experience it is much easier to hand the permits to them in person and said that this allows time to explain to them in person the changes that were made. Mr. Thakkar suggested calling the person who is assigned to our permit application review and seeing if we can set up an appointment to hand in the permit with the changes and explain the changes to them when the permit is handed in. Mr. Youst said this is what he and his team intend to do.

Mr. Thakkar asked about what Mr. Youst had mentioned earlier about tweaking the geometry of the driveway that will be next to the generator. Mr. Youst said the folks who have designed the pump station and have gotten the township approvals have handed out the documents to Mr. Youst's traffic team who complete the PennDOT permits. They have made some suggestions on how they feel the PennDOT reviewers will react to the proposed plan for the horseshoe driveway. Mr. Youst then went into a brief explanation regarding some changes to the driveway. It was noted that we now have the signed documents from Mr. Wilt to allow us to prepare the permits for his driveways. Mr. Thakkar also asked if this change would require an amendment to the site plan that was approved by the township. Mr. Youst said the plan is not yet recorded and to the extent to what we know will be submitted to PennDOT this will be the final geometry on the plan that goes to the township for their review of the storm water facility. Mr. Youst then explained the storm water drainage plan for the driveway area.

Mr. Thakkar asked when we will be submitting the permit to PennDOT. Mr. Youst said within the next couple of weeks the PennDOT permit will be submitted.

Mr. Keich asked Mr. Youst if we are on schedule. Mr. Youst said we are as close as he can keep it. Mr. Keich asked if we could have a schedule update at every meeting. Mr. Youst said he will do that for next month. Mr. Keich also noted that the engineering costs are getting close to what was budgeted and asked if we will end up being over budget for them. Mr. Youst said he is not sure and did note that a great deal of the engineering fees was for the construction contract bid. Additionally, Mr. Youst reminded everyone that we will be reimbursed for the extra work because of the Meadows Road bridge.

Mr. Corcoran suggested adding a line to the Creekside update handout that includes the budget and compares the figures of where we are compared to the budget.

Mr. Thakkar requested some type of handout from Mr. Youst showing a sort of site plan to follow along with at the meeting. Mr. Youst said he will bring handouts for any visuals for the Board Members for the next meeting.

Mr. Thakkar left the meeting at 7:15 P.M.

7. Citizen Non-Agenda Items

None.

8. Reports

A. Attorney

Attorney Backenstoe had nothing to report.

B. Engineer

Mr. Youst had nothing further to report.

C. Administrator

Mr. Ross said he included in the board packet a handout for the 2nd quarter water lost. He went over the figures of what was purchased and what was sold and said the percentage of lost water was 13.15%. Mr. Ross said 13.15% is very good. Mr. Ross said Mr. Reccek and the crew do an excellent job looking for and repairing leaks to the system. Mr. Youst said the SCADA system has helped a great deal in finding leaks very quickly.

Mr. Ross said the last week of August he will be on vacation.

Mr. Ross also noted that at the PMAA conference in September he will be installed as president of the organization for a year.

Mr. Ross said he and the crew will be getting their flagger recertification on August 24th.

D. Chairman

Mr. Gress congratulated William Reccek on receiving his CDL license.

E. Members

No members had anything to report.

9. Adjournment

Upon motion by Mr. Gress, Second by Mr. Corcoran the August 15, 2023 Board Meeting adjourned at 7:25 P.M.

Respectfully Submitted,

Emily Kerchner
Recording Secretary