

**LOWER SAUCON AUTHORITY
MINUTES OF MEETING
MARCH 19, 2024**

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. Keich, Secretary; Mr. Corcoran, Treasurer; Mr. Yanchuk, Member; Ms. Ophhof-Cordaro, Council Liaison; Mr. Ross, Administrator; Mrs. Kerchner, Secretary; Mr. Backenstoe, Attorney; Mr. Youst, Engineer; (Mr. Thakkar arrived at 6:32 P.M. after roll call; Mr. Smith, Mr. Davis, Ms. Fetzer and Mr. Reccek were not present).

3. Citizen Agenda Items

None.

4. Minutes

Motion by Mr. Corcoran, Second by Mr. Gress to approve the minutes dated February 20, 2024 as presented.

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

5. Financial Report

Mr. Corcoran said the treasurer's report is complete but there was a mix up and it is not included in the board packet tonight. Mr. Corcoran did note that the Authority has a stable cash balance and there is nothing out of the ordinary to report.

6. Agenda

A. HBA Sewer Agreement Extension

Mr. Ross said we are going to have to table this agenda item as Hellertown Borough Authority is not ready to sign the extension to the sewer agreement. Mr. Ross said he is going to meet with the Hellertown Borough Authority administrator tomorrow to see why the agreement was not accepted by their Board Members at their recent meeting as it was

indicated by the HBA administrator that it would most likely be accepted. Mr. Ross then went over a review of the agreement proposals between LSA and HBA. There was a brief discussion amongst the Board Members, and it was determined that if we are unable to come to an agreement with Hellertown, we will have to go the route of pump and haul which would be an outside hauler pumping the waste from the pump station to the manhole on Skibo Road. The agreement extension with Hellertown would be for 2 years through the end of 2025 when the Authority has the permanent Creekside pump station up and running.

Mr. Youst then went over a brief overview of the temporary Creekside pump station and how this system was set up years ago.

Mr. Ross said if the Authority would need to obtain a hauling company, we would have to put that out to bid or see if there are any haulers that are Costars approved.

Mr. Keich asked if we would need to have another meeting once Mr. Ross finds out about the new agreement proposal from the Hellertown administrator. It was determined that Mr. Ross will email the Board Members any updates.

Also, the Board Members decided that Mr. Ross will get updated pump and haul figures as the estimates the Authority has are from last fall.

B. Generator and Pump House Building

Mr. Ross said the deadline for ordering the generator and the pump house building would be May at the latest. He said it would be great if we are able to order it in April. Mr. Ross said the shop drawings are approved and the next step is giving the go ahead to begin construction on the generator and the pump station building.

Mr. Youst said we have been putting all the pieces together. He said he is getting everything ready for the construction part that is for the generator and the generator building. Mr. Youst said the first round of the shop drawings were reviewed by Hanover Engineering and they were sent back with changes that needed to be made which are being done at this time. Mr. Youst said it was confirmed with the building supplier and their generator supplier that it will be a minimum of 12 months or more to receive the generator. We would give the building fabricator about 13 months for the construction of the generator building. Once the generator and the building are installed, we need to run a gas line for the generator, and we will need electricity to the pump station as well. UGI and PPL will not start work until all the construction is complete and the generator is in the building. Mr. Youst said it will be about 1 year and 6 months after we tell the building contractor to begin construction of the building and to have their generator contractor begin fabricating the generator that it will be completed and put together. Mr. Corcoran confirmed that the long lead item is the

generator. Mr. Youst explained that we need a custom generator for the pump station. May is the latest that we should be ordering the generator and the building.

Mr. Thakkar asked Mr. Youst to review the necessary permits that the Authority needs and what permits the Authority has obtained so far. Mr. Youst said the permit we are waiting for is the stormwater permit from Lower Saucon Township. Mr. Youst said there have been delays from the township but they are reviewing the permit now. Mr. Youst then reviewed the permits that the Authority already has in hand.

Mr. Youst then reviewed his handout, which is the Meadows Road pump station project budget summary. Along with the project budget summary Mr. Youst had an additional handout which had the line items for the entire construction project and a cost estimate for each item. Mr. Youst said he overestimated the costs to be on the safe side. He went over the costs and noted that we will have reimbursable expenses. Mr. Youst, by doing this, is trying to give us an idea of the net cost at the end of the project what the Authority will be spending.

Mr. Corcoran then asked about the different Authority funds and for what each fund is used. Mr. Youst then explained the Authority's reserved tapping fee funds and how the Authority will use the funds.

After the project, the new special tapping fees will be calculated for the people that connect to the Creekside pump station. Mr. Youst has already begun preparing the tapping fees for this.

Mr. Gress said we need to decide if we want to give the go ahead to begin the construction of the generator and the generator building. The Board Members decided to vote to approve phase 2 which would be giving the go ahead for the fabrication of the generator and the generator building.

Motion by Mr. Gress, Second by Mr. Keich to allow the administrator to give approval for phase two to M&W Precast, LLC. to begin the construction of the generator and the pump station building pending review and approval of the shop drawings.

Roll Call 5-0 Motion Approved. (Mr. Smith and Mr. Davis were not present).

C. Creekside Update

There was nothing further to discuss regarding the Creekside project as it was reviewed during the agenda item of the Generator and pump house building. Mr. Ross noted that Mr. Youst added an update to the Creekside pump station update. Mr. Ross also noted that he handed out an email with the project timeline schedule from Barrasso Excavation Inc.

7. Citizen Non-Agenda Items

None.

8. Reports

A. Attorney

Attorney Backenstoe said he was working on the sixth draft of the sixth amendment to the sewer agreement between the Authority and Hellertown Borough Authority. He also said he is ready and responds to any communications as needed from Mr. Ross and Mr. Youst.

B. Engineer

Mr. Youst said he had nothing further to report than his earlier report on the Creekside project.

C. Administrator

Mr. Ross said that the three annual water reports that are required to be completed each year have been submitted.

Mr. Ross also reminded the Board Members to complete their state ethics forms.

D. Chairman

Mr. Gress had nothing to report.

E. Members

No Members had anything to report.

9. Adjournment

Upon motion by Mr. Gress, Second by Mr. Corcoran the March 19, 2024 Board Meeting adjourned at 8:15 P.M.

Respectfully Submitted,

Emily Kerchner
Recording Secretary