

**LOWER SAUCON AUTHORITY
MINUTES OF MEETING
APRIL 16, 2024**

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. Keich, Secretary; Mr. Corcoran, Treasurer; Mr. Yanchuk, Member; Mr. Ross, Administrator; Ms. Fetzer, Assistant Administrator; Mrs. Kerchner, Secretary; Mr. Backenstoe, Attorney; Mr. Youst, Engineer; (Mr. Davis, Mr. Thakkar, Ms. Ophhof-Cordaro and Mr. Reccek were not present).

3. Citizen Agenda Items

None.

4. Minutes

Motion by Mr. Gress, Second by Mr. Corcoran to approve the minutes dated March 19, 2024 as presented.

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

5. Financial Report

Mr. Corcoran said the first quarter is completed. Mr. Corcoran said the operating costs on the sewer side are quite substantial based upon our cash inflow. Mr. Corcoran said the labor costs were higher for the month of March and it was determined that this was because there were 3 pay periods in March. Mr. Ross said one of the factors causing the higher sewer expenditures is the sewer capital charge paid to the City of Bethlehem. There are two payments made each year for this charge. Mr. Corcoran said we will continue to monitor the expenses and cash inflows.

6. Agenda

A. HBA Sewer Agreement Extension

Mr. Ross said that he had a verbal agreement with the Hellertown administrator and the HBA board members did not agree to the terms. The agreement that we are trying to come upon is another extension to the sewer agreement that we have had with Hellertown Borough Authority for about 20 years. Mr. Ross said on Mr. Youst's suggestion he got updated pump and haul quotes from several haulers. This is to make sure the Authority is making the best decision on what route to go economically as well. The hauler quotes have increased significantly and the option to go with Hellertown Borough Authority is still the least expensive. Mr. Ross said Hellertown Borough Authority made several changes to the agreement that were not included in the verbal agreement made by himself and the administrator at Hellertown.

Attorney Backenstoe then went over the changes to the agreement made by Hellertown and his concerns with the agreement. One of the main concerns is the timeline of the agreement and when it expires, and that the agreement does not roll over to an automatic extension which the Authority will need. The agreement will most likely need to be extended past the expiration date of December 2025.

Mr. Gress suggested going to one of Hellertown Borough Authority's board meetings to go over the agreement and present what the Authority would like as the terms of the agreement. There was discussion amongst the Board Members about what terms the Authority would like for the agreement. The Board Members then agreed on what terms we would like for the agreement and determined that Mr. Ross and Mr. Gress as the chairman will go to the next board meeting for Hellertown to try to get this agreement finalized. Mr. Gress said that no decision will be made at the meeting and he and Mr. Ross will bring the information back to the Board Members to make the final decision.

Mr. Youst reminded everyone that the Authority has been using Hellertown's pump station facility for over 20 years. Mr. Youst gave the Board Members some general information about pumps and the pump parts and their usual life span. He reminded everyone that the Authority uses about 50% of the capacity of Hellertown's pump station. He said that the Authority is responsible for about 50% of the wear and tear on Hellertown's pump station for about 20 years based on the Authority's flows.

Mr. Youst then explained that the Authority needs to make sure we go with the lowest possible cost option and show this if we want to include this as part of our reimbursable costs. The Authority would have to show that we have chosen the lowest cost option.

Mr. Smith said we have pump and haul quotes. It was noted that the pump and haul prices have increased. Mr. Smith suggested having a max figure that we would want to pay Hellertown.

Mr. Ross then went over the new pump and haul quotes from the haulers. The quotes have increased by about 50%.

The Board Members then determined that Mr. Ross and Mr. Gress will attend the next Hellertown Borough Authority board meeting to explain the terms we would like for the agreement and to try to come to terms with an agreement with Hellertown.

B. Generator and Pump House Building

Mr. Youst said we received the first round of shop drawings, and they were sent back and are being updated based upon corrections that needed to be made. Mr. Youst said he just received the revised shop drawings except for one component that they are waiting on, which is the supplier to confirm electrical components. Mr. Youst said we are close to having the information we need to take the next step. He said at the next meeting we should be good to give the go ahead to begin fabricating the generator building and the generator.

Mr. Keich asked if any of the shop drawing changes will affect the generator that is needed. Mr. Youst said it will not affect the generator that is needed. Mr. Keich is concerned about the time it will take to get the generator.

Mr. Gress asked for the Board Members to be notified once the last shop drawings are finalized.

C. Creekside Update

Mr. Youst said the Meadows Road utilities portion of the project construction is under way. Mr. Youst then reviewed how the project is moving along. He said the boring under Route 412 is completed. He said the force main pipe has been pushed through the casing pipe and is being back filled. He said some of the discharge pipe is installed. The excavation for the stream crossing is underway. He said the project is moving along well.

Mr. Youst said he sent notice to SEPTA in November about the project and that it involved going under the rail trail. Mr. Youst said he received no response from SEPTA. He said he also contacted SEPTA in February when we were doing the bidding process for the construction, and we did not receive any notice from them. Mr. Youst said the other day SEPTA contacted him via email saying that we need to file an application for a permit to move forward with any work in the Septa right of way. The permit application can be completed online. Mr. Youst said we will continue the work as planned but will complete the necessary permit application. He did want the Authority Board Members to know that the permit application may require a fee of \$2,000.00.

D. Reduce the Security Deposit for the Saucon Overlook Development

Mr. Youst reminded the Board Members that the Saucon Overlook development will have about 18 homes the Authority will serve with water. There are a few homes that will be in Upper Saucon Township, however the Authority will provide them with water. The development will need a booster pump. Mr. Youst said the contractor has completed the installation of the water lines and the curb stops for each of the lots. The contractor has put in a request for a reduction of their security for that part of the job. The reduction is in the amount of \$490,733.65. The Board Members then made a motion for the security reduction for the Saucon Overlook development.

Motion by Mr. Gress, Second by Mr. Keich to approve the reduction in required security in the amount of \$490,733.65 for the Saucon Overlook Development.

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

7. Citizen Non-Agenda Items

None.

8. Reports

A. Attorney

Attorney Backenstoe had nothing further to report. He said he has had regular contact with Mr. Ross and Mr. Youst regarding the above agenda items and has help as needed.

B. Engineer

Mr. Youst said the board packet includes the report for the Authority projected water consumption which is the report required by the City of Bethlehem that is due the end of April each year. The report is required because of the agreement the Authority has with the City of Bethlehem. We are still within the limits of what the Authority is allowed to purchase daily from the City of Bethlehem. Mr. Youst then went over highlights of the report.

C. Administrator

Mr. Ross said the UCMR5 testing for the second quarter of 2024 has been scheduled for PFAS contaminants. The new maximum contaminant levels are 4 parts per trillion from the old levels of 14-18 parts per trillion range. These chemicals are in the water. We are doing our next test next week and then testing again in July and October.

Mr. Ross said he included in the packet a spreadsheet with the PLGIT investments. He said he rolled over Fund 3 and Fund 4 for another 90 days. One of our term investments was renewed as well. The 90 day and 180-day rates are a bit better now than a 360-day investment. The rates are now slightly better on the CD's rather than the term investments.

Mr. Ross then said that the annual hydrant flushing is now in progress. The Authority crew will be flushing the fire hydrants for 2 weeks. He noted that we will flush the Hellertown Park area after the stream crossing portion of the bridge work is completed.

Additionally, Mr. Ross reminded the Board Members about completing their state ethics forms.

D. Chairman

Mr. Gress had nothing to report. He thanked Mr. Ross, Mr. Backenstoe and Mr. Youst for their hard work will all the current projects and their many components.

E. Members

No Members had anything to report.

9. Adjournment

Upon motion by Mr. Smith, Second by Mr. Gress the April 16, 2024 Board Meeting adjourned at 8:00 P.M.

Respectfully Submitted,

Emily Kerchner
Recording Secretary

