

East Allen Township Municipal Authority
Meeting Minutes – December 8, 2009

Place: East Allen Township Building, 5344 Nor-Bath Boulevard, Northampton Pa 18067.

I. Meeting Opening:

Meeting was called to order at 7:00pm followed by the meeting being adjourned for executive session to discuss personnel at 7:01 pm. Meeting was reconvened at 7:18 pm followed by the Pledge of Allegiance. Members Present: EATMA Chairperson Charles Wert, EATMA Board Vice-Chairman Edward Bandics, EATMA Board Secretary Ronald Wagner and EATMA Board Treasurer Robert E Nyce. Others present Authority Engineer Brad Youst, Authority Solicitor Kevin Kelleher, Authority Operator Kenneth Fulford Authority Plumber Anthony Czonstka and EATMA Office Secretary Donna Fenstermaker.

II. Approval of the Minutes

1. November 9, 2009: E. Bandics made motion to approve the minutes as presented. Seconded by R. Wagner; all in favor, motion carried.
2. November 18, 2009: R. Wagner made motion to accept the minutes as presented. Seconded by E. Bandics; Yes: R. Wagner, E. Bandics and C. Wert, R. Nyce-abstain.
3. November 30, 2009: R. Wagner made motion to accept the minutes as presented. Seconded by R. Wagner, all in favor, motion carried.

III. Courtesy of the Floor

James Birdsall was present to discuss the PennVest loan. Mr. Birdsall also gave a cost comparison between the USDA loan which would be a 40 year loan and the PennVest loan which is a 20 year loan. If the East Allen Township Municipal Authority moves forward with the loan and system repairs it would lower our engineering and repair costs substantially. K. Kelleher commented that the deadline to accept the PennVest offer dated October 27, 2009 is December 15, 2009 therefore, a decision must be made to either accept or decline the offer. E. Bandics made motion to accept the PennVest funding offer that was made in correspondence to the Authority dated October 27, 2009. Roll Call: Yes: R. Nyce, R. Wagner, E. Bandics and C. Wert. Jim Birdsall commented that PennVest has advised us that we cannot make a substantial change in the dollar amount requested without reapplying and we can stop the process of receiving the loan at any time with a single vote. PennVest will not give more than the \$2.3 million but unless we go back to PennVest and ask that the loan offer be increased. The Authority will need to setup a separate account for PennVest to wire transfer the money into and then the contractor will be paid when the money is received in the account. The loan payback will start at the completion of construction.

R. Nyce commented for the record that he agrees to move forward and there are a number of conditions including conditional information from the engineer which will dictate how the costs will be spread across our customers, as which would have a significant bearing on what, he believes, the Authority will do moving forward to closing of the loan.

D. Fenstermaker was asked to contact and inform East Allen Township Manager, Debbie Seiple that the Board accepted the offer in a 4 to 0 vote.

C. Wert made motion that R. Nyce be directed to correspond with PennVest and advise them that the Authority accepted the loan funding offer on Wednesday December 9, 2009. Seconded by E. Bandics; Yes: R. Wagner, R. Nyce, E. Bandics and C. Wert.

IV Financial Report: Treasurer's Report and Bill Approval List

1. Treasurer Report: R. Nyce made a motion to accept the Treasurer Report as presented. Seconded by R. Wagner; Yes: R. Wagner, R. Nyce, E. Bandics and C. Wert.
2. Bill Approval: R. Nyce made motion to pay the bills as presented. Seconded by R. Wagner; Yes- R. Wagner, R. Nyce, E. Bandics and C. Wert.

3. Fire Proof Safe: C. Wert agreed to check on costs of a new fire proof safe. E. Bandics agreed to check on prices of a used fire proof safe. C. Wert made motion to authorize the investigation and communication of prices to the Board members along with approval to purchase a fire proof safe up to the cost of \$750.00 and not being purchased until all Board members agree on the purchase. Seconded by E. Bandics; Yes: R. Wagner, R. Nyce, E. Bandics and C. Wert.
4. Budget: R. Nyce submitted a budget to the Board members for review, with discussion being held at the January meeting.
5. Fire Hydrant: A letter was previously sent to the Township asking them about charging the customers connected to the Route 512 water system for the fire hydrants within that system. The Township never responded. C. Wert commented that he would talk to the Township concerning their status of a conclusion.
6. Consolidation Resolution: See amendment to consolidation resolution attached. R. Nyce made motion to accept the amendment to the consolidation resolution as presented by R. Nyce. Seconded by E. Bandics; Yes: R. Wagner, R. Nyce, E. Bandics and C. Wert.
7. Accountant: R. Nyce asked for permission to speak with the accountant concerning the current budget proposal rates and the year end closing adjustments. R. Nyce made motion for R. Nyce to speak with the accountant. Seconded by R. Wagner; Yes: R. Nyce, R. Wagner, E. Bandics and C. Wert.
8. Secretary Hourly Wage: E. Bandics made motion to increase D. Fenstermaker salary 2% and round to nearest nickel beginning January 1, 2010. Seconded by R. Wagner; Yes: R. Wagner, R. Nyce, E. Bandics and C. Wert.

V. Plumber's Report: by Authority Plumber, Anthony Czonstka

1. 7567 Airport Rd: A. Czonstka spoke with Ron from Aquapro concerning a wireless meter gun. Ron advised A. Czonstka that a wireless gun would cost approximately \$12,000.00. K. Kelleher commented that he is working on contacting the realtor who is selling the home to advise them that meter readout problem needs to be resolved before the home is sold.
2. Deluca Homes: A. Czonstka advised the Board that there is a problem at the DeLuca development with the water quality. Due to the fact that there is a low volume of water used by the customers therefore the water is not continuously flowing. A. Czonstka is doing a low flow water flush every week. K. Fulford commented that he is working with A. Czonstka to on the DeLuca problem. B. Youst advised the Board that the water could be turned off to the Eastern Leg of the development but would discuss this with John McDevitt due to the fact that turning the water off would take the fire hydrants in that location out of service. Discussion was held, discussing the possibility of connecting the Eastern Leg loop to the Victoria Square water system, which would keep the water flow moving.
3. Routine Maintenance: A. Czonstka commented that as directed by the Board he has not been doing any routine maintenance work

VI. Operator's Report: by, Authority Operator Kenneth Fulford

1. Comments are included under the various topics as listed.
2. K. Fulford advised the Board that the Route 512 pump station has not been resolved and we need to replace the pumps. K. Kelleher commented that he sent a letter to Arcadia, Trader Joe's and the maintenance bond company; Arcadia responded that they will not be responsible to correct the problem; Trader Joe's did not respond to date; we did receive acknowledgement for the maintenance bond company.

VII. Solicitor's Report: by Authority Solicitor, Kevin Kelleher

1. Comments included under the various listed topics.
2. Billing Name: R. Nyce informed the Board that Mrs. Giovenco is moving out of the home and wanted her name removed from the bill and list Mr. Giovenco's name on the bill. K. Kelleher advised that the name on the bill should reflect what is listed on County property records. D. Fenstermaker was

advised to change all customer names in the billing system to reflect what is on record at Northampton County.

VIII. Engineer's Report: by Authority Engineer, J. Bradley Youst

See attached Engineers Report.

1. See comments included under the various listed topics.
2. R. Wagner made motion for B. Youst to prepare topography drawings for Country Squire Estates, Wilmar Phases 1 & 2 and Shady Lane. Seconded by E. Bandics; Yes R. Wagner, R. Nyce, E. Bandics and C. Wert.
3. B. Youst advised the Board that he would contact the Township and CodeMaster concerning the status of the electrical permit for Shady Lane.

IX. Old & New Business:

1. Distribution Pump: E. Bandics made motion for Mayer's Well Drilling to install a new distribution pump at Country Squire Estates. Seconded by R. Nyce; Yes: R. Wagner, R. Nyce, E. Bandics and C. Wert.
2. Tri-Boro Fencing: C. Wert submitted an estimated bill to install the fencing & posts at the Victoria Square detention pond. B. Youst was asked to measure the slope of the detention pond to verify if we can remove the fence permanently.
3. Stanley Buz: Mr. Buz stopped by the office to inform the Board that the roots of the neighbors tree are growing over the water main and may possibly interfering with the shut off valve. D. Fenstermaker was asked to contact A. Czonstka and ask him to review the situation.
4. PP&L: The Board members agreed that PP&L could release East Allen Township Municipal Authority usage/information to other electric suppliers.
5. C. Wert reminded everyone of the Board of Supervisors workshop meeting on Wednesday December 09, 2009 at 7:30 pm at the Township Building.

X. Adjournment

R. Wagner made motion to adjourn at 10:15pm. Seconded by E. Bandics; all in favor, motion carried.