

East Allen Township Municipal Authority
Meeting Minutes – March 10, 2009

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

I. Meeting called to order at 7:12 PM

Members Present: EATMA Chairperson Charles Wert, EATMA Board Vice-Chairman Edward Bandics, EATMA Board Treasurer Ronald Wagner, and Board Member Eric Yocum. Others present were Authority Engineer Brad Youst, Authority Solicitor Kevin Kelleher, EATMA Office Secretary Donna Fenstermaker, Authority Operator Kenneth Fulford and Authority Plumber Anthony Czonstka. EATMA Board Secretary Robert E Nyce was not present. Karen Fries, 5804 Shady Lane was also present.

II. Approval of the Minutes of the February 10, 2009 Meeting:

R. Wagner made motion to accept the minutes as presented. Seconded by E. Yocum; Yes- E. Yocum, R. Wagner and C. Wert; Abstain-E. Bandics.

III. Courtesy of the Floor:

No one present.

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

1. Treasurer Report: R. Wagner commented that the February 2009 Treasurer report will be submitted for approval at the April 2009 meeting, due to the fact that not all information necessary to complete the report was received by the time of the current meeting.
2. Bill Approval: E. Yocum made motion to pay the bills as listed. Seconded by E. Bandics; Yes-E. Yocum, R. Wagner, E. Bandics and C. Wert.
- 3 Water Rates: Discussion was held concerning the water rates.
- 4 Office Copier: E. Bandics made motion to purchase a new copier with fax and scanning option under a 60 month lease from Davis Business Machines. Seconded by E. Yocum; Yes- E. Yocum, R. Wagner, E. Bandics and C. Wert.
5. Sensus Maintenance: R. Wagner made motion to accept the maintenance agreement for the software program associated with the Sensus Meter Reading gun, as presented for one year in the amount of \$1,320.00. Seconded by E. Bandics; Yes E. Yocum, R. Wagner, E. Bandics and C. Wert.
6. Trader Joe's Billing: Trader Joe's is to be billed for water/sewer usage beginning with the 1st quarter of 2009. Billing will include fire line charge, base charge, usage per 1,000 gallon and also the fire line water usage.
7. Late Fees: Further discussion is to be held at the April 2009 meeting.
8. Water Rates: Further discussion on the Bath Borough Authority and City Of Bethlehem water/sewer rates are to be discussed further.

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

1. Shady Lane: Nine homes have not had the meters installed to date. The 2009 first quarter billing will be \$70.00 and for those who have not completed the meter installation will be charged a \$25.00 fee with the fee increasing by \$25.00 each quarter thereafter if the work is not completed(example: 1st qrtr \$25.00; 2nd qrtr \$50.00, etc). To avoid the fee, completion of the job must be scheduled by March 31, 2009.
2. Chrisphalt Drive: The fire hydrant located at 6854 Chrisphalt Dr. was repaired.
3. Trader Joes: Trader Joe's warehouse is now connected to the Authority water system. A. Czonstka asked for a copy of the as built drawings for Trader Joe's.

4. Fire Hydrant & Valve Box: The fire hydrant located at the corner of Rt 512 and Silvercrest Rd needs to be moved back from the curb. Also the valve box at the intersection of Township Line & Silvercrest Roads is broken and needs to be repaired.
5. System Flushing: Water system flushing is to be completed beginning with Wilmar.

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

1. Fuel Cans: E. Yocum made motion to purchase 5-5 gallon fuel cans to keep at Spring Lake Village pump house in the event that fuel is needed to keep the generator running in the event of a power outage and a fuel delivery cannot be made in a timely manner, Seconded by E. Bandics; Yes: E. Yocum, R. Wagner, E. Bandics and C. Wert.
2. Trader Joes: The Trader Joes pump station is on line and K. Fulford will begin operating the system.

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

1. Mr. Quarry: K. Kelleher was directed to advise Mr. Quarry his shed needs to be removed from the Authority owned property located within the Shady Lane water system.
2. Mr. Appert: A complaint was filed against Mr. Appert for lack of payment for his sewer bills. K. Kelleher is waiting for confirmation that the complaint was delivered to Mr. Appert.
3. City Of Bethlehem: C. Wert and R. Nyce are the appointed Authority representatives to be present for City Of Bethlehem water extension discussions.
4. Open Records Officer: K. Kelleher distributed to the Board documents concerning the new Open Records Law. He asked the Board Members to review for adoption at the April 2009 meeting. K. Kelleher advised the Board that all tapes from the Board meeting be erased at the next meeting which the minutes are approved and accepted for record.

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

1. Trader Joe's: B. Youst commented that Trader Joe's is looking to acquire an Occupancy permit effective w/e 3/21/09.
2. East Allen Gardens: The layout of the proposed location of the new water lines within the water system, are now on a map.
3. H2O Grant: The application for the H2O Grant has been completed and submitted.
4. PennVest: B. Youst used a PennVest Loan simulator to calculate approximate loan costs through PennVest compared to the USDA Loan process. Karen Fries commented that a 20 year debt in the event you sell your home would be better than a 40 year loan.

IX. Old Business:

1. East Allen Gardens: C. Wert advised the Board that the new siding on the East Allen Gardens pump house has damage. The Board agreed that John Doto should repair the damage.
2. Country Squire Estates: Discussion was held concerning insulating the ceiling within the Country Squire Estates pump house. The Board members agreed not to complete the job at this time. B. Youst was asked to examine the knee wall in the pump house which is pushing out.
3. 1999 Financial Review: R. Wagner informed the Board that he completed the reconstruction of the 1999 financial review.

X. New Business:

1. Computer: D. Fenstermaker has been having some problems with the office computer. It will continue to be monitored.
2. Water System Inspection: R. Wagner suggested the Board Members do an inspection of the water systems every year.

XII. Adjournment:

E. Bandics motion to adjourn. Seconded by E. Yocum; all in favor, motion carried.