

**East Allen Township Municipal Authority**  
**Meeting Minutes – September 08, 2009**

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

**I. Meeting called to order at 7:05 PM**

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. R. Nyce made motion to approve the minutes as amended. Seconded by E. Bandics; Yes- R. Nyce, E. Bandics and C. Wert; Abstain-R. Wagner.
2. K. Kelleher advised that due to the past conflict with how the minutes should be written; it will be the responsibility of anyone making a comment/report, that they feel should be included in the minutes, it is their responsibility to advise the secretary that it should be included in the minutes.

**III. Courtesy of the Floor**

Present were Township Manager, Debbie Seiple and Sharon Fournier who resides at 6316 Jacksonville Rd.

D. Seiple presented a list of items for discussion.

1. Collapsed Fence: D. Seiple asked the Board what they are going to do to repair the collapsed fence at the Victoria Square retention pond. C. Wert asked that the Authority be allowed to have two months to correct the problem with the fence. D. Seiple agreed to the request. Further discussion was held among the Board members; C. Wert commented that he would contact John Doto for a cost to repair the fence.
2. Board Applicant: D. Seiple informed the Board that the Township received a letter from a resident interested in being appointed to the Authority Board. The applicant will be invited to the September 24 Board of Supervisors meeting for review.
3. Gary Mathesz: D. Seiple informed the Board that Gary Mathesz assisted with the pipe break at Wilmar. D. Seiple is looking to get reimbursement for Gary's time involved.
4. Township Line Rd Resident: D. Seiple advised the Board that there is a possibility of a home along Township Line Rd being serviced by Easton Suburban Water. East Allen Township Manager, Debbie Seiple asked if the Authority has an inter-municipal agreement with Easton Suburban Water to service residents within East Allen Township.
5. City of Bethlehem: East Allen Township Manager, Debbie Seiple was contacted by City Of Bethlehem and they would like to have a meeting with the Township and the Authority. D. Seiple will setup a meeting with City Of Bethlehem, Jim Birdsall, D. Seiple, C. Wert and R. Nyce.
6. Authority Finances: R. Nyce informed D. Seiple that the Authority is in dire financial straits and the situation will be discussed further as to what the Authority is going to do. C. Wert commented that we have adjusted our rates for all of our customers and added surcharges to the East Allen Gardens and Country Squire Estates water systems.

Sharon Fournier was present to ask questions concerning the consolidation letter and how it will affect her bill. R. Nyce advised Ms. Fournier that the previous base charge was \$86.00 and will now be \$50.00. The sewage usage will continue to be based on the usage we are billed from Bath Borough Authority. There is a possibility the quarterly bill will decrease but we don't expect the bill to increase.

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

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

2. Bill Approval: E. Bandics made motion to pay the bills as presented. Seconded by C. Wert; Yes- R. Wagner, R. Nyce, E. Bandics and C. Wert.
3. Bath Borough Authority Bill: R. Nyce commented that we have enough cash to pay the regular bills for the month of October, but will not have enough money to pay the Bath Borough Authority bill. R. Wagner suggested that we review the terms of the Bath Borough Authority bill and hold payment until due date.
4. Line of Credit: R. Wagner made motion to authorize R. Nyce to contact various banks to establish a line of credit. Seconded by E. Bandics; Yes: R. Wagner, R. Nyce, E. Bandics and C. Wert. E. Bandics made motion to authorize R. Nyce to discuss with the Authority accountant and have the Authority office secretary assist with the necessary paperwork/information as needed in order to proceed with establishing a line of credit. Seconded by R. Wagner; Yes- R. Wagner, R. Nyce, E. Bandics and C. Wert.
5. Budget: R. Nyce commented that he would review the budget based on actual year to date and try to estimate a budget to the end of the year to reflect current year to date for the next meeting.

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

1. Fire Hydrant: A. Czonstka commented that the fire hydrant along Chrisphalt Drive has been repaired, tested and is back in working service.
2. Wilmar Pipe Break: Mayer's was working on pump #1 and a 2" PVC pipe broke. Only two of the three pipes coming from the main storage tank have shut off valves; therefore the storage tank which holds 14,000 gallons had to be drained in order to do the repair on the pipe. The repair has been completed and the system is working properly. A. Czonstka was asked to put a list together of needed plumbing fixtures which can be completed if the tank is drained in the future.
3. Fassman Connections: Doug Fassman is in the process of connecting three water services along Airport Rd. Two of the three properties have been inspected and approved by CodeMaster. A. Czonstka found that all three water services are turned on, but the Authority did not install meters at this time. C. Wert commented that he would talk to Mr. Fassman about the situation.
4. Wagner Property: A. Czonstka discussed the cost of extending water service to the property owned by Mr. & Mrs. Ron Wagner which will be an Authority owned lateral.

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

1. Route 512 Pump Station: K. Fulford informed the Board that Allstate pumped out the Route 512 Pump Station. Allstate sifted what was pumped and there were stones, concrete and towels found. There is still a boulder at the bottom of the tank that needs to be removed by a human. K. Fulford commented that the pump is still tripping. B. Youst commented that the contractor has been contacted and is aware of the problem; the pump station is covered under the maintenance bond. K. Fulford advised the board that the pump station, based on current information, should be pumped out every three months. B. Youst and K. Kelleher were asked to review the maintenance bond.
2. Engines Inc: Engines Inc did a service on the generators at the Jacksonville pump station and the Spring Lake Village pump house. D. Fenstermaker was asked to contact Engines Inc to get a cost of the battery replacement as recommended for the Spring Lake Village pump house and the length and gauge of an extension cord recommended for the Jacksonville pump house.

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

1. Comments included under the various listed topics.
2. Consolidation & Surcharge Letters: K. Kelleher commented that the consolidation and surcharge letters were well written. They were informative and understandable.
3. Shady Lane: K. Kelleher received today (September 8, 2009), a response to his letter dated March 11, 2009 addressed to the zoning officer, from the Township Solicitor advising him that the Board of Supervisors will not become involved in the matter of the garage that exists on Authority owned

property. K. Kelleher was asked to respond to the Township advising them that we do not agree with the decision that the Board of Supervisors made.

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

See attached Engineers Report.

1. See comments included under the various listed topics.
2. B. Youst commented that he tried to deal with subjects that were either insurance or escrow funded.

**XII. Adjournment**

R. Nyce made motion to adjourn at 9:20 p.m. Seconded by C. Wert all in favor, motion carried.