

CALL TO ORDER

The September 22, 2011 regular meeting of the Macungie Borough Authority was called to order at 7:30 p.m. in Borough Council Chambers, 21 Locust Street, Macungie, PA. Members present were Thomas Kociuba, Jeffrey Stauffer, Linn Walker and David Wentz. Also present were Borough Manager Chris Boehm and Administrative Assistant Cynthia Hartzell. Water Operator Douglas McNair and James Wieder were absent.

APPROVAL OF MINUTESa. June 16, 2011 meeting

Motion was made by Authority Member Walker, second by Authority Member Wentz, to approve the June 16, 2011 minutes as presented. Motion carried: 4 ayes.

CORRESPONDENCEa. Penna Department of Environmental Protection (DEP), re: Operation Permit for Well #1b. Penna Department of Environmental Protection (DEP), re: Operation Permit for Well #2

The two correspondences were accompanied with permits from DEP for the 4-log treatment improvement of the water system at Wells #1 and #2.

WATER OPERATOR'S REPORT

Borough Manager Boehm reviewed Water Operator McNair's September 2011 report. He noted the inspections for the 4 log treatment project were done and both wells are in compliance with the 4-log treatment requirement.

Water Operator McNair noted a discrepancy with the deeded property lines at Well #2. Joe Santilli, Keystone Consulting Engineers, explained, in preparation for the 4-log project, the property for Well #2 was surveyed from a deed obtained at the County courthouse. According to the deed, the Borough's property for Well #2 is located in a different location than it currently exists. After some discussion, Borough Manager Boehm will research documentation in the office. Authority Member Kociuba would like to know who did the engineering and who did the surveying of the property at the time the property was obtained.

Water Operator McNair's report is attached to the minutes.

TREASURER'S REPORT

A motion was made by Authority Member Walker, seconded by Authority Member Stauffer, to approve the August 31, 2011 treasurer's report. Motion carried: 3 ayes, 1 abstain (Authority Member Kociuba did not receive a copy of the treasurer's report prior to the meeting.)

Water Revenue Fund	\$139,270.16
Debt Service Reserve	\$29,523.56

Bond Redemption and Improvements Fund	\$319,163.48
Collection Account	\$2,279.36

NEW BUSINESS

a. 4-log Treatment Payment Recommendation – The project is complete and the cost total is \$83,740. Borough Manager Boehm questioned the price since the awarded bid was in the amount of \$94,740. Joe Santilli explained that the quantity of some items was less than bid which created the \$11,000 difference. Keystone Consulting Engineers recommended payment of \$81,227.80 with a retention of \$2,512.00 for any incidentals that need to be done. Mr. Santilli noted there is a maintenance bond for 12 months if any problems with the water system improvement project would occur.

Chairman Stauffer made a motion to authorize payment of the \$81,227.80 to Sikora Brothers Paving Inc, second by Authority Member Walker. Motion carried: 4 ayes.

b. Budget Transfers – Borough Manager Boehm will have the budget transfers at the next meeting.

c. Authority Member Kociuba asked about the Borough Authority joining with the Joint Environmental Committee that Emmaus Borough and Upper Milford Township are members of the group. Borough Manager Boehm explained the two municipalities created the committee because the water shed for Emmaus Borough is in Upper Milford Township.

d. Authority Member Kociuba asked about the former Macungie Borough sewer authority. Borough Manager Boehm explained after the Borough sewer was installed, the sewer authority was turned into the water authority about 35 years ago to get funding to upgrade the water system.

UNFINISHED BUSINESS

a. Keystone Consulting Engineering – 4-log Construction Estimate - Authority Members were concerned with the cost estimate for the 4-log treatment project given by Joe Santilli. The cost estimate was less than half of the amounts of the bids that were received. Mr. Santilli explained how he arrived at the original cost estimate of \$48,000. He did 4-log treatment projects in three other municipalities. When the first bids were received, he became aware of the mistake in his cost estimate which was estimating the cost of the bends of the piping. The cost was higher than he calculated. Mr. Santilli recalculated the cost but it was not disclosed to the Authority. The project cost was still less than installing new tanks which was estimated to be between \$150,000 and \$200,000. Mr. Santilli acknowledged it was his mistake. Authority Member Kociuba felt that Keystone Consulting Engineering should reimburse part of their engineering charge to compensate for their mistake. Mr. Santilli would have to go through the company board for the request. The Authority Members thanked Mr. Santilli for coming to the meeting.

Authority Members discussed sending a letter requesting reimbursement for the difference of the proposed estimate and the awarded bid. Borough Manager will send a draft copy to the Authority Members before mailing the letter.

- b. Water Department Emergency Response Plan – This will be carried.
- c. Authority Members were given a copy of the Annual Available Operator Report. This was to inform the Authority that the state has implemented an annual fee for water operators.
- d. Borough Manager Boehm noted the 2010 audit that each member received. She commented on the deficiency in internal control that exists as noted in the audit but it is very common in small municipalities. The deficiency has previously been noted in prior year audits.

ADJOURNMENT

The next meeting will be October 13, 2011 at 7:30 pm. Hearing no further business to be brought before the Authority, the meeting was adjourned at 8:24 pm.

Respectfully submitted,

Cynthia Hartzell
Secretary