

**MINUTES OF THE MEETING OF THE HILLTOWN TOWNSHIP  
WATER AND SEWER AUTHORITY OF NOVEMBER 11, 2015**

The November 11, 2015 meeting of the Hilltown Township Water and Sewer Authority was called to order at 7:30 P.M. by Chairman Bruce Knipe. Members in attendance included Frank Beck, Keith Weiss, and Melvin Wright. Staff members in attendance included Gary Weaver of Castle Valley Engineering, the Authority's Engineer; Jack D. Wuerstle, Esquire, the Authority Solicitor; and James C. Groff, the Authority Manager.

Following the formal Roll Call and the Pledge of Allegiance to the Flag, the Chairman and the Board noted the observance of Veterans Day, and thanked the men and women in uniform for their service. Thereafter, Chairman Knipe asked for action on the minutes from the October meeting. Mr. Beck made a motion to approve the minutes and Mr. Wright seconded. The motion carried 4-0. There was no public comment, confirmed appointments, or visitors.

Chairman Knipe then called upon the Authority Manager for the monthly Staff Report. With regard to the water system, Mr. Groff reported that Wells #1 and #2 experienced normal operations for the month with a combined pumping of 9.5 million gallons (which equates to 59% of the capacity allocated by the Delaware River Basin Commission). Water meter replacements continued, with 14 being installed for the month. Mr. Groff also reported that two (2) hydrants had been struck by motorists this month, but that there was no damage in either instance to the water connection (breakaway mechanisms worked as designed).

As to the sewer system, Mr. Groff reported normal operations for the month at both treatment plants. Mr. Groff did note the resignations of two (2) members of the PWTA Board – Tom Mokes of Sellersville and Claire Black of Silverdale.

As to the proposed accessory building at the Highland Park property, Mr. Weaver presented the Board with a site plan, which was then reviewed and discussed. It is expected that the project will go out to bid next week. As to Berry Brow, Mr. Groff reported no issues and normal operations.

In terms of capital projects, the temporary generator on the arsenic removal system for Well #5 is installed and operational. The demolition work is complete. The generator pad has been poured and the arsenic unit pad will be completed next week. The dehumidifier has also been installed.

As to the Route 113 water extension, the water main is complete in Route 113, pipe installation is complete along Forest Road, and the stream crossing is complete as well. The contractor is now beginning work on Minsi Trail.

With regard to the muffin monster installation, the repair is complete and the Authority will be receiving a letter verifying that the warranty remains in place. In addition, the damaged pump has also been repaired and on its way back to the Authority.

As to Well #3, Staff met with a hydro-geologist to discuss the potential presence of TCE nearby. All findings are preliminary at this point. Further investigation and testing by the hydro-geologist will be forthcoming.

With respect to current projects, Ashland Meadows is near completion with all homes being connected. Mr. Weaver provided conformation that engineering review is complete and that, subject to the terms and conditions of the Engineer's Review Letter and the Solicitor's review, the project is ready to begin the 18-month maintenance period. Mr. Weiss made a motion that dedication should be accepted subject to the Engineer's Review Letter of November 11, 2015 and the Solicitor's satisfactory review pursuant to the development documents. The motion was seconded by Mr. Wright and carried 4-0.

As to other current projects, 23 homes are now connected the Estates at Hilltown/Oskanian (water only) with three (3) homes currently under construction. The Preserves now has 19 homes connected to water and sewer; Hilltown Walk now has 36 homes connected. With respect to Regency at Hilltown, the sample house is nearly complete. As to the Hallmark project at 914 Hilltown Pike, the water and sewer mains are complete.

Regarding proposed projects, the sewer route for Envision has been finalized and the Part 2 permit application has been submitted to PaDEP. Act 537 approval has not yet been granted.

As to the Hallmark development commonly known as the Bethel College Property, the Solicitor reported that developer's counsel has requested that the Board consider signing a fee-in-lieu agreement for the eleven homes to be served by the Perkasio Regional Authority prior to time of plan approval. Developer's counsel has represented that this request originates from circumstances relating to the financing of the project, and certain monetary commitments coming due at year-end. Developer's counsel has no issue with the agreement being written in a form whereby developer's failure to secure each and every necessary municipal and third party approval would render the agreement null and void. Given this requirement that all such contingencies would first have to be met before any such agreement would become effective, the Board had no issue with entering into the fee-in-lieu agreement at this time (subject to satisfactory review/approval by the Solicitor). Consequently, Mr. Wright made a motion to this effect; which was seconded by Mr. Weiss. The motion carried 4-0.

No Executive Session was needed. Chairman Knipe then called upon Treasurer Beck for the monthly Treasurer's Report and review of monthly bills. Following Mr. Beck's presentation, Mr. Weis made a motion to approve the Treasurer's Report and payment of bills, which was seconded by Mr. Wright. The motion carried by a 4-0 vote.

As to escrow releases, Mr. Groff re-presented a release from the prior month regarding the Regency at Hilltown project. That project is secured by two (2) separate bonds - one for on-site improvements; one for off-site improvements. In requesting the escrow release the previous month, the developer did not make clear that the request involved both types of improvements, and thus the request was presented in the aggregate and without a breakdown of what monies related to on-site verses off-site improvements. Thus, the release(s) are more accurately defined as follows:

Construction Release #1 for On-Site Improvements: \$487,320.20  
Construction Release #1 for Off-Site Improvements: \$485,493.75

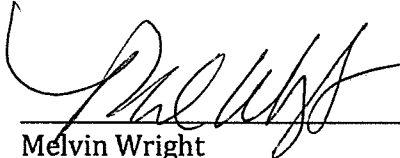
Mr. Beck made a motion to approve the releases (or re-allocation of the previous release) as identified above. Mr. Wright seconded. The motion carried 4-0.

There was no Old Business before the Board.

Under New Business, Mr. Groff reported that Hawkeye's Tavern, who is interested in tying into the Authority's sewer system, is still reviewing which route to take to the system.

With nothing further before the Board, Mr. Beck made a motion to adjourn the meeting at 8:28 P.M., which was second by Mr. Weiss. The motion carried 4-0.

Respectfully submitted,

  
Melvin Wright