

**MINUTES OF THE MEETING OF THE HILLTOWN TOWNSHIP
WATER AND SEWER AUTHORITY OF AUGUST 12, 2015**

The August 12, 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 Groff, the Authority Manager.

Following the formal Roll Call and the Pledge of Allegiance to the Flag, the Chairman asked for action on the minutes from the June meeting. Mr. Beck made a motion to approve the minutes; Mr. Weiss seconded. The motion carried 4-0. There was no public comment or confirmed appointments. There were no visitors.

Chairman Knipe thereafter called upon the Authority Manager for the monthly Staff Report. As to the water system, Mr. Groff reported that Wells #1 and #2 generally experienced normal operations for the month with a combined pumping of 11.8 million gallons (or 72% of capacity allocated by the Delaware River Basin Commission). Well #1 did reflect a slight drop in gpm. Well #1 will be shocked within the next few weeks to see if that helps improve its production. Mr. Groff otherwise reported that water meter replacement, hydrant painting and curb stop work continues without issue.

Regarding the sewer system, Mr. Groff reported normal operations for the month at both treatment plants. PWTA notified the Authority that the first request to purchase 25 EDUs has been approved at \$3400/EDU. Mr. Groff will contact PWTA about securing the second requested batch of 25 EDUs at the same price.

As to the proposed accessory building at the Highland Park property, permeability testing has been successful. Gary Weaver will meet with the Bucks County Conservation District ("BCCD") to discuss any open items. Mr. Weaver also discussed with the Board the proposed heating system for the building, which will utilize heat generated from effluent.

In terms of capital projects, the contractor on Well #5 (Blooming Glen Contractors) has begun work and has submitted its first request for payment in the amount of \$6,880.50. The request was reviewed by Castle Valley and payment was recommended. Mr. Beck made a motion to approve the request; seconded by Mr. Wright. The motion carried 4-0.

The office renovations at the Authority Building have been put on hold due to some water issues in the basement. The area affected has been treated, additional drainage has been installed outside the building, and new drywall is going up.

As to the muffin monster, installation is almost complete. A payment request in the amount of \$24,743.25 to the contractor has been reviewed and recommended for approval by Castle Valley. Mr. Weiss made a motion to approve the payment request; seconded by Mr. Beck. The motion carried 4-0.

With respect to the Blooming Glen Road water line extension, Mr. Groff continues to receive positive feedback from residents. Generally speaking, the residents seem to appreciate the open lines of communication and the Authority's willingness to explain the process and assist with their questions.

At Well #3, E&S controls have been installed and the site looks good. Final clearing is to take place next week, with a tire wash to be installed per BCCD.

As to current projects, Mr. Weaver has discussed the dedication dispute with the developer of Ashland Meadows and the issue is now resolved. At the Estates at Hilltown (Oskanian), 21 homes are connected (water only) with five (5) additional homes under construction. The Preserves has 15 homes connected to water and sewer; Hilltown Walk has 23 homes connected. With respect to Regency at Hilltown, the developer has finished its internal first phase, but road work is going slowly at just 70 feet a day.

Regarding proposed projects, the sewer route for Envision has been finalized and the Authority Manager will meet with Silverdale Borough to discuss removal/replacement of EDUs for the project. There has been no further activity on the Witkowski project.

With respect to the Hallmark project at 914 Hilltown Pike, the same is now under construction, the developer closing on the property in late July. Escrow checks have been deposited. All other pre-construction requisites of the development agreements have been met.

As to the Hallmark development located at 932 S. Perkasio Road (Bethel College Property), this project is moving forward. The Preliminary Escrow Agreement and escrow deposit have been provided to the Authority. The agreement to pay a fee-in-lieu in exchange for service territory will be presented to the Board at the next meeting.


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

There were no escrow releases for the month. There was no Old Business before the Board.

Under New Business, the Solicitor presented Resolution 2015-4. Similarly to previous Resolutions 2015-1, 2015-02 and 2015-3, Resolution 2015-4 authorizes the destruction of certain files held by either the Authority or the former Authority Solicitor, all in accordance with the Municipal Records Act and the guidelines set forth in the Municipal Records Manual. The particular documents proposed for destruction consisted of various correspondence, pleadings, motions and other documents relating to Authority matters extending as far back as the 1970s. The Solicitor explained that the Authority is under no legal obligation to maintain any of the documents that have been targeted for destruction. Mr. Beck made a motion to approve Resolution 2015-4; seconded by Mr. Wright. The motion carried 4-0.

With nothing further before the Board, Mr. Wright made a motion to adjourn the meeting at 8:27 P.M., which was second by Mr. Beck. The motion carried 4-0.

Respectfully submitted,



Melvin Wright