

**UPPER MERION MUNICIPAL UTILITY AUTHORITY  
(UMMUA)  
January 17, 2017**

The members of the Upper Merion Municipal Utility Authority assembled for their regularly scheduled meeting on Tuesday, January 17, 2016 at Upper Merion Township, 175 West Valley Forge Road, King of Prussia, PA. The meeting convened at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

Ed Veneziale, Chairman  
James Ruddy, Treasurer  
Ed Campbell, Assistant Secretary/Assistant Treasurer  
Diane Reilly, Secretary  
Fred Ciottoni, P.E., Consulting Engineer, S C Engineers, Inc.  
David G. Kraynik, Executive Secretary  
Steve Hann, Solicitor, HRMML, PC  
Edward J. O'Brien, Jr., Director of Public Works  
Nicholas Hiriak, Director of Finance  
Greg Philips, Supervisors' Liaison

**ABSENT**

Gian Singla, Vice-Chairman

**REORGANIZATION APPOINTMENTS:**

On a motion by James Ruddy, seconded by Ed Campbell, and all voting "aye", **David Kraynik** was elected **Temporary Chairman**.

On a motion by James Ruddy, seconded by Ed Campbell, and all voting "aye", **Ed Veneziale** was elected as **Chairman of the Authority**.

On a motion by Diane Reilly, seconded by Ed Campbell, and all voting "aye", **James Ruddy** was elected as **Vice-Chairman of the Authority**.

On a motion by James Ruddy, seconded by Ed Campbell, and all voting "aye", **Diane Reilly** was elected as **Secretary of the Authority**.

On a motion by James Ruddy, seconded by Ed Campbell, and all voting "aye", **Gian Singla** was elected as **Treasurer of the Authority**.

On a motion by James Ruddy, seconded by Diane Reilly, and all voting "aye", **Ed Campbell** was elected as **Assistant Secretary/Assistant Treasurer of the Authority**.

### **The Appointments below were made as a block.**

On a motion by James Ruddy, seconded by Ed Campbell, and all members voting "aye", the following individuals and firms were appointed to the respective positions listed below:

- **David Kraynik** was re-appointed **Executive Secretary**.
- **Nickolas Hiriak** was re-appointed **Finance Director**.
- **Steven Hann** of the firm **Hamburg, Rubin, Mullin, Maxwell & Lupin, PC** was re-appointed **Solicitor**, at the fee structure as listed in their recent letter of intent.
- **Fred Ciottoni** of the firm **SC Engineers, Inc.** was re-appointed **Consulting Engineer**, at the fee structure as listed in their recent letter of intent.
- **Michael Wolf** of the firm **Boenning & Scattergood, Inc.** was re-appointed **Investment Advisor**.
- **David Twaddell, Esq.** of the firm **Rhoads & Sinon** was re-appointed **Bond Counsel**.
- The firm **Maille, LLP** was re-appointed **Auditor**.

### **ESTABLISHMENT OF MEETING DATE:**

On a motion by Ed Veneziale, seconded by Diane Reilly, and all voting "aye", the Authority set the **third Tuesday of each month, at 6:30 p.m.**, as their **regularly scheduled meeting date and time**. Meetings will be **held in the Board Room of the Township Building**, unless otherwise advertised.

### **MEETING MINUTES APPROVAL**

On a motion by Ms. Reilly, seconded by Mr. Ruddy, with all voting "aye" the meeting minutes of Tuesday, December 20, 2016 were approved as presented. None opposed. Since Mr. Campbell did not attend the December meeting he abstained from the vote to approve the minutes.

### **EXECUTIVE SECRETARY'S REPORT**

Mr. Kraynik reported on the following items:

#### **1) Stormwater Management Study**

The Township received a draft agreement from Gannett Fleming (GF) and sent the agreement to Mr. Hann & Mr. McGrory from the Solicitor's office for review.

Mr. Kraynik went on to explain that the actual agreement with GF would be with the Township since they were funding the GF study. Once the Solicitor completes his review and the contract is signed there will be a "kick-off" meeting with staff to move the project forward. Mr Kraynik stated that he would invite GF to the February UMMUA Meeting to give the Authority a revised project schedule and brief overview of the project's status.

2) Status of the following land development plan(s):

On December 15, 2016, the Board of Supervisors approved the following land development plans:

- New Caley Road Elementary School.
- Gulph Road School.
- Conditional use for the O'Neill Development @ the Renaissance Office Park. Applicant is going through the land development process.

About ten days ago the Board of Supervisors reviewed the final plan submission for the Mancill Mill Road Plan – 112 Unit Hotel.

On February 2, 2017, at the Board of Supervisors' next scheduled workshop meeting, the owners of the Route 202 Double Tree Hotel are scheduled to attend. They are expected to show the Board a more detailed plan regarding adding some retail and two restaurants.

## **ENGINEER'S REPORT**

Mr. Ciottoni reported that Gannett Fleming (GF) has contacted him several times over the past several weeks regarding getting started on the Comprehensive Stormwater Study Project. Mr. Kraynik asked Mr. Ciottoni to schedule this meeting within the next ten days. Mr. Ciottoni agreed to do so. Mr. Ciottoni mentioned that his firm was working with staff to complete the annual Chapter 94 Report for each wastewater plant. These reports are due to PA DEP by March 31, 2017. Mr. Ciottoni also mentioned that he will soon be working with staff regarding both wastewater plant's NPDES Permit renewal applications as well as the DRBC Docket updates.

## **SOLICITOR'S REPORT**

Mr. Hann thanked the Authority for his re-appointment as their Solicitor for 2017.

Mr. Hann mentioned that he received from Mr. Kraynik the draft contract agreement from Gannett Fleming (GF) and is in the process of reviewing the contract terms. Mr. Hann has made several edits to the agreement as it appears to be a standardized

contract utilized by GF. Mr. Hann gave several examples of his edits to the contract that he has expressed to GF. There was a general discussion amongst the UMMUA members regarding Mr. Hann's contract edits and explanations of same.

### **NAME CHANGE FOR THE UMMUA – ARTICLES OF AMENDMENT**

Mr. Hann explained that no one seems to be able to locate the "Articles of Agreement" document that was approved previously by the UMMUA. Mr. Hann asked the Authority to formally approve the document again so this matter can be moved forward with the Secretary of the Commonwealth's office. At this time, Mr. Veneziale asked the Board members for a motion to approve the "Articles of Agreement" regarding the Authority's proposed name change. Mr. Campbell also suggested that any motion authorize the Executive Secretary to execute any documents regarding this matter as needed.

### **MOTION**

On a motion by Mr. Campbell, seconded by Ms. Reilly, with all voting "aye", the UMMUA members approved the "Articles of Agreement" regarding the proposed name change of the Authority. In addition, Mr. Kraynik, Executive Secretary of the UMMUA, is authorized to execute any documents regarding this matter as needed. None opposed.

### **DIRECTOR OF PUBLIC WORKS**

Mr. O'Brien reported that he has been working with the Township's Engineer to secure the proper easements for sanitary sewer lines and force mains running across the FEDEX property on River Road. In addition, the Township has recently hired Ms. Lee Palmer-Burks as the new Public Works Department Executive Secretary. Ms. Palmer-Burks will also be the Recording Secretary and staff Liaison to the UMMUA.

### **DIRECTOR OF FINANCE REPORT**

Mr. Hiriak presented the year-to-date budget reports that close out 2016.

### **REQUISITION APPROVAL**

**UPPER MERION MUNICIPAL UTILITY AUTHORITY  
REQUISITIONS  
January 17, 2017**

<b>PAYEE</b>	<b>AMOUNT</b>	<b>INVOICE NO</b>	<b>DESCRIPTION</b>
<i>HRMM&amp;L</i>	\$1,286.50	244465	Professional Services - General Representation - Business
<i>SC Engineers, Inc.</i>	\$991.87	2013-01	Professional Services - General Support
<i>SC Engineers, Inc.</i>	\$913.11	2013-0610	Professional Services - O'Neil Property
<i>SC Engineers, Inc.</i>	\$1,399.85	2013-16	Professional Services - Comprehensive Stormwater Management Plan
PA Municipal Authorities Association	\$995.00		2017 Active Membership Dues
ATC Group Services, LLC (BCM Engineers)	\$9,000.55	1993756	Professional Services - Construction Administration & Management - Matsonford Pumping Station Renovation Project.

TOTAL:     \$14,586.88

**MOTION FOR PAYMENT**

On a motion by Mr. Ruddy, seconded by Mr. Campbell, with all voting "aye", the January 17, 2017 Requisitions in the amount of **\$14,586.88** were approved. None opposed.

**ADDITIONAL BUSINESS**

389 Brownlie Road – Mr. Kraynik explained that the resident of this property is utilizing an on-site septic system that is failing and needs to connect to the sanitary sewer. The resident is asking if the Authority would allow her to enter into a payment plan for the payment of the Authority's tapping fee. There was a general discussion about the need for the payment plan and the logistics of the plan. The Authority agreed to have the Solicitor draft an agreement and that the Executive Secretary reach out to the resident to discuss the payment plan as drafted by the Solicitor.

### **MOTION**

On a motion by Mr. Campbell, seconded by Ms. Reilly, with all voting "aye", the Authority directs the Solicitor to draft an payment plan agreement and directs the Executive Secretary reach out to the resident to discuss the payment plan as drafted by the Solicitor. The Executive Secretary would also be empowered to execute said agreement for the Authority. None opposed.

BCM Engineers - Request for payment of \$3,800.00 for additional expenses – Matsonford Pumping Station Renovation Project. The additional expenses were mainly generated due to the construction contractor finding some contaminated soil while working on the project site.

### **MOTION**

On a motion by Mr. Campbell, seconded by Ms. Reilly, with all voting "aye", the Authority approved BCM Engineer's request for payment of \$3,800.00 for additional work relative to the completion of the Matsonford Pumping Station Renovation Project. None opposed.

### **ADJOURNMENT**

There being no further business to come before the Authority, the meeting was adjourned.

**DAVID G. KRAYNIK**  
**EXECUTIVE SECRETARY**