

Caln Township Municipal Authority

Monday, June 23, 2014

7:15 PM

Those Present:

Paul Mullin, Chairperson
Robert Tompkins, Vice Chair
Matthew Plagens, Treasurer
John Contento, Assistant Treasurer
Jim Kruse, Secretary
Gregory Prowant, Township Manager
Scot Gill, Director
Mary Kemble Slade, Recording Secretary
Bill Dingman, P.E., Gilmore & Associates, CTMA Engineer

Absent:

None

Chairperson Paul Mullin called the meeting to order at 7:15 p.m., and announced that the Board held an executive session to discuss legal and personnel matters prior to the meeting.

Minutes of the April 28, 2014 Meeting:

Mr. Mullin inquired if there were any additions or corrections to the above minutes. There were none. Mr. Contento motioned to approve the April 28, 2014 meeting minutes as presented. Mr. Plagens seconded the motion, all voting Aye with the exception of Mr. Kruse, who abstained as he was not present at the April meeting.

Minutes of the May 19, 2014 Meeting:

Mr. Mullin inquired if there were any additions or corrections to the above minutes. There were none. Mr. Contento motioned to approve the May 19, 2014 meeting minutes as presented. Mr. Plagens seconded the motion, with Mr. Kruse voting Aye. Mr. Mullin and Mr. Tompkins abstained, as they were not present at the May meeting.

Public Comment:

None

Act 57 Update:

Mr. Dingman presented his completed draft revision of the Caln Township Municipal Authority Act 57 Tapping Fee Report, requested at the April 28th meeting. He explained the report updates the base information from the 2008 Bursich tapping fee report. It also updates capital costs, revises the household unit flow based upon the 2010 Census, incorporates updated cost estimates for the Municipal Drive Pump Station and East End Trunk Line Upgrades, and revises the treatment costs based upon the DARA capacity revision, DARA depreciation schedule and Caln percentages as provided by DARA. There would be an approximate \$500 per EDU increase based on the new calculation, should the Board approve. He advised the calculation of the tapping fee is governed by state law. Mr. Kruse referred to the 177 existing DARA EDU's currently owned by the Board of Commissioners and anticipated to be transferred to/purchased by the Authority, proposing the attorneys discuss the option to purchase on an as

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needed basis. Mr. Prowant noted this item did not require immediate action, thus allowing time for the Boards consideration. Once accepted, a resolution could be passed at a future meeting. After further discussion, Mr. Mullin suggested and the Board agreed to table approval of the 2014 Act 57 Tapping Fee Report until the proposed Asset Purchase Agreement is finalized with the Board of Commissioners.

Act 537 Plan Update:

As directed at the March 24th meeting, Mr. Dingman prepared the draft Caln Township Act 537 Plan Update, which when finalized will be submitted to DARA to be included in their Act 537 Official Plan Update. He gave an overview of the plan update, which examines previous wastewater planning, demographics and existing collection/conveyance/treatment facilities in an effort to establish a basis for the needs of the Township, and assesses future growth and development necessary to determine the extent of facility modifications required to satisfy the needs of the planning area. He noted the draft plan identifies a 20 year need, and includes both sewer growth and non sewer growth areas. After review and discussion, Mr. Contento and Mr. Kruse suggested Mr. Prowant speak with Mr. Mays, DARA Executive Director, and other municipal managers to determine their actual needs and what is being reported. The Board agreed to discuss the updated plan further at the July meeting.

Municipal Pump Station Project Easement Update:

Mr. Gill informed the Board the appraiser is in the process of completing the updated appraisal for the Miller Avenue easement. Once completed, this will be forwarded to the Authority's solicitor to prepare the required legal documents, as well as those for the Township owned property necessary for the installation of the force main.

Asset Purchase Agreement:

The Board was provided for their consideration the Asset Purchase Agreement between Caln Township and Caln Township Municipal Authority, executed by the Board of Commissioners. This agreement includes the transfer of all remaining capacity allocated at the DARA treatment facility to the Municipal Authority. Upon discussion, the Board elected to table the agreement pending suggested discussion between the Township solicitor, Authority solicitor and engineer in order to better determine the value in addition to the option to purchase on as needed basis.

Softmart Project:

Mr. Gill offered for review the project narrative and location map for Softmart, Inc., a potential project planning to construct an approximate 87,000 square foot office building and associated parking to be located on Parkside Drive off of Creek Road. He advised the planning module exemption request and plans are being forwarded to Mr. Dingman for review of the proposed capacity. He advised there are currently 5 EDU's allocated from former projects proposed for this location, and Softmart would need an additional 3 EDU's, bringing the total to 8 EDU's for this proposed project. Once the capacity review is completed, the Authority's solicitor will work with the developer's attorney to complete the necessary agreements which will be forwarded along with the planning module to the DEP. Mr. Kruse motioned that upon completion of the Softmart capacity review, the capacity request be forwarded to DARA. Mr. Contento seconded the motion, with all voting Aye.

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Penncroft Capacity Withdrawal Certification:

Mr. Gill confirmed that Rouse/Chamberlin has relinquished rights to develop certain parcels of property in accordance with the Penncroft Subdivision Plan. The Act 537 Official Plan Revision for this plan also included sewage planning for a 30,000 square foot municipal building consisting of 5 EDU's, which the Township no longer is interested in constructing. Therefore, Mr. Gill provided for review and approval a certification to withdraw the previously approved collection and conveyance of capacity related to the Penncroft Subdivision planning module. After brief discussion, Mr. Kruse motioned to approve the withdrawal of 22,463 gallons per day of capacity in the Authority's collection and conveyance system allocated to the Penncroft Subdivision, and authorize Mr. Mullin to sign the Written Certification. Mr. Contento seconded the motion. Mr. Reymos, Caln Township resident, requested clarification regarding Penncroft and Edge/Faddis Subdivision. Mr. Kruse explained the Penncroft development was formerly proposed for the site of the Edge/Faddis parcels which are proposing a lot line change. The Board completed the motion with all voting Aye.

PECO Claim Update:

At the May meeting, the Board discussed PECO's settlement offer of \$6,831.25, half of the requested amount of the total claim for damages related to the emergency sewer line repair on Lincoln Highway near Dairy Queen. It was decided staff should advise PECO's adjuster of the Board's willingness to cover staff time invested, with PECO reimbursing the remaining out of pocket expenses related to the repair. Mr. Gill advised the counter offer was declined by the claims adjuster. The Board revisited the original settlement offer, and after further discussion Mr. Kruse motioned to accept PECO's 50% settlement offer in the amount of \$6,831.25. Mr. Tompkins seconded the motion. Mr. Mullin voted Aye, and Mr. Contento and Mr. Plagens voted Nay.

Financials:

Mr. Prowant reviewed the cash basis summary and detailed accrual reports of revenues and expenditures for the Sewer Operating Fund and Municipal Authority's Tapping Fee Account and Capital Fund for the month of May. There were no questions. Mr. Contento motioned to approve the financial reports as submitted. Mr. Tompkins seconded the motion, with all voting Aye. Future Projected Revenues and Expenditures were offered with no questions. Also reviewed were delinquency reports reflecting current year accounts past due, prior year's outstanding balances sent to Portnoff Law Associates for collection, and the status of in house commercial collections. The Board requested staff obtain an updated report reflecting the 2013 amount billed and amount delinquent.

Director's Report:

Mr. Gill reviewed his departmental report for the month of May. He reported the department has continued to address sealing manholes which were located due to the recently high water table. Related to this, Mr. Contento suggested Mr. Gill obtain a current proposal on a portable camera system, which would assist in detecting sump pump connections and leaking sewer lines. Mr. Kruse recommended staff contact the current property owner of the parcel related to the prior Ken Socie subdivision, which proposed the development of five residential lots on this

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parcel located on Caln Meetinghouse Road, regarding the withdrawal of 5 EDU's which were allocated to this project.

Additional Business:

Mr. Prowant informed the Board the Township was awarded recycling grant funds which may be used to reimburse for costs related to the prior purchase of recycling carts. In addition, some funds may be available to assist in covering the cost of trash carts. If this should be decided, the old containers would be collected and recycled.

Adjournment:

There being no further business, Mr. Contento motioned to adjourn the meeting at 8:40 p.m. Mr. Tompkins seconded the motion, with all voting Aye. The next Authority meeting is scheduled for Monday, July 28, 2014.

These are the minutes of the Municipal Authority Board meeting to the best of my knowledge.

Respectfully Submitted

Mary Kemble Slade, Recording Secretary