

Caln Township Municipal Authority

Monday, July 28, 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 7:00 p.m., and announced that the Board held an executive session to discuss legal and personnel matters prior to the meeting.

Minutes of the June 23, 2014 Meeting:

Mr. Mullin inquired if there were any additions or corrections to the above minutes. There were none. Mr. Plagens motioned to approve the June 23, 2014 meeting minutes as presented. Mr. Tompkins seconded the motion, with all voting Aye.

Public Comment:

None

3376 Alydar Road Easement Encroachment Request:

Mr. Gill noted the property owner, Brandon Madorma, was in attendance regarding his request for permission to install a fence on his property, a portion of which would encroach on a nearby sewer easement. Mr. Gill advised that the Authority's solicitor suggested and the Code Enforcement Director agreed, that a license agreement to encroach onto the sanitary sewer easement would satisfy the zoning requirement. Given this, the appropriate agreement was drawn up by the solicitor and reviewed and executed by Mr. Madorma. After brief discussion, Mr. Contento motioned to authorize Mr. Mullin to execute on behalf of the Authority the Agreement to Encroach into Sewer Easement related to 3376 Alydar Road. Mr. Plagens seconded the motion, with all voting Aye.

Act 537 Plan Final Draft Presentation:

Mr. Dingman presented a revised version of the Caln Township Act 537 Plan Update, concentrating on the DARA Option at July 2014 costs. He reported this option summary allows for 100% of all new capacity to be from DARA in three phases, with phase 1 being 200,000 gpd (gallons per day), phase 2 being another 100,000 gpd, and the final phase 286,500 gpd. He recommended that DARA be requested to provide cost options for providing the 586,500 gpd of capacity to Caln in three phases as noted, which would provide for cost comparison with PAWC assisting the Authority in selecting an alternative for inclusion in the Act 537 Plan to be adopted by the Township.

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However, Mr. Dingman indicated it is apparent that DARA is the better selected alternative. Mr. Contento stated the importance of submitting the Township's updated plan to DARA in a timely manner, given this will be included in DARA's Act 537 Official Plan Update, and Mr. Kruse recommended that DARA promptly be informed of the phase 1 current need of 200,000 gpd. After further discussion it was agreed Mr. Dingman should contact Mr. Mays, DARA Executive Director tomorrow in order to summarize the Township's future needs. Mr. Contento motioned to authorize Mr. Dingman to submit the Act 537 planning calculations to DARA no later than Thursday of this week. Mr. Plagens seconded the motion, with all voting Aye.

Act 57 Update:

The Board agreed to table discussion of this agenda item until the August meeting.

Softmart Project:

As recommended at last month's meeting, upon completion of Mr. Dingman's sewer capacity review confirming Softmart's proposed need of a total of 8 EDU's, a request for capacity was sent to DARA. Based on this information, DARA provided their review and certification of capacity. Mr. Gill reported that he spoke with the developer and engaged the Authority's solicitor to proceed to prepare the draft sewer capacity and reservation agreements. The Authority's written certification of capacity can then be executed at the same time the completed agreement is executed, should the Board agree to allocate the additional 3 EDU's. These components will then be forwarded along with the planning module to the DEP. Mr. Gill indicated it is expected the draft agreements will be completed for review at the August meeting. There were no questions.

Kings Grant Punch List Update:

Mr. Dingman reported on his recent review of the status of dedication of the sanitary sewer facilities associated with Kings Grant development, noting items the developer should address prior to dedication of the sanitary sewer. Mr. Kruse expressed concern with the amps noted on pump #2, and it was decided staff would continue to monitor the amperage and schedule the electrician to evaluate.

Municipal Pump Station Project Easement Update:

Mr. Gill discussed the recently completed updated appraisal for the Miller Avenue easement, provided to the Board for review prior to the meeting and necessary for the installation of a portion of the force main. He stated if the Board was agreeable to the report and compensation amount, the Authority's solicitor could proceed to incorporate this into the draft easement agreement for potential approval at the August 25th meeting, and if approved the compensation amount can be allocated as a Municipal Pump Station expense and the agreement forwarded to the property owner. Mr. Mullin requested the prior appraisals be forwarded to the Board for comparison purposes.

910 Greenwood Circle Permit Extension Request:

Mr. Gill presented correspondence from the property owners of 910 Greenwood Circle, requesting a twelfth six month extension on their sewer connection permit purchased August 2008, good for six months from date of issuance. It was noted this line connects to the Kings Grant system which has not yet been dedicated to the Authority; therefore, the connection would be voluntary. In addition, the property owner was previously advised

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that dedication of the Kings Grant system may take place within the 180 day extension period. If this should occur, an Official Notice to Connect will be sent which mandates connection within 180 days (after publication of the notice of completion of the sewer). Mr. Kruse motioned to grant a twelfth extension of 180 days to the property owners of 910 Greenwood Circle. Mr. Contento seconded the motion, with all voting Aye.

Benne Subdivision Tapping Fee Extension Request:

At the March 24th meeting, the Board agreed to authorize the Benne Subdivision project a two month extension on payment of the tapping fees due for the four EDU's allocated to this project through May 20, 2014. At the May 19th meeting, a second two month extension was granted through July 29th. Mr. Gill reported that there has been no response from the developer, other than notice that the engineering firm was no longer involved with the project and that more information would be forthcoming. He noted this project does have DEP approval, and on behalf of the developer suggested a third two month extension be considered. Given this, Mr. Kruse motioned to authorize the Benne Subdivision project a third two month extension on payment of the tapping fees due. Mr. Contento seconded the motion, with all voting Aye. Staff will advise the developer that the Board will require an update on the status of the project and payment if not made, prior to their September 22, 2014 meeting.

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 June. There were no questions. Mr. Plagens motioned to approve the financial reports as submitted. Mr. Contento 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. It was noticed a page was omitted from this report, staff will forward to the Board post meeting.

3807 Jewell Avenue Penalty Waiver Request:

Mr. Gill reviewed with the Board a waiver request submitted by the property owner of 3807 Jewell Avenue, related to a \$10.30 penalty recently applied to the sewer/trash account, and paid by the owner. Correspondence was provided relating to the circumstances of the request, recent payment history, and Finance Department recommendations. Mr. Contento motioned to authorize the waiver and reimburse this account the fee associated with this request in the amount \$10.30. Mr. Kruse seconded the motion. Mr. Mullin and Mr. Tompkins voted Aye, and Mr. Plagens voted Nay. Staff will advise the Finance Department accordingly.

Director's Report:

Mr. Gill reviewed his departmental report for the month of June, noting the Wastewater crew has spent significant time devoted to sewer line cleaning, with 17,230 feet completed during the month. In addition, the department has continued working on locating and replacing manhole frames and covers, and grout sealing manholes which are accepting surface and subsurface water runoff in the DARA service area, beginning in the Colonial Gardens area and working east. Also recommended was further investigation into the potential purchase of a portable

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camera system, which would assist in detecting sump pump connections and leaking sewer lines. It was noted this equipment is also beneficial related to storm sewer maintenance. Mr. Gill suggested budgeting for this purpose be considered for next year. He will continue to look into this and report further next month.

Additional Business:

Mr. Gill advised that Gilmore & Associates had requested additional funds in the amount of \$4,800 in order to complete the Act 537 study, due to the evaluation of additional phases and options. After brief discussion, Mr. Kruse motioned to authorize additional funds in the amount of \$4,800 to Gilmore & Associates to complete the Act 537 Plan Update. Mr. Contento seconded the motion. Mr. Plagens inquired if this work was included in the initial proposal. Mr. Gill advised it was not, with the additional work including checking the Downingtown Area Interceptor capacity for future Caln flows, and developing a more comprehensive model with additional options for the Authority's future use in the review of the Caln Interceptor. All members then voted Aye.

Board Member Resignation:

Matthew Plagens, CTMA Treasurer, announced he had submitted his resignation from the Municipal Authority effective July 31, 2014. On behalf of the Board, Mr. Mullin extended his appreciation to Mr. Plagens, for his outstanding and dedicated service to the Municipal Authority and community.

Adjournment:

There being no further business, Mr. Contento motioned to adjourn the meeting at 8:20 p.m. Mr. Plagens seconded the motion, with all voting Aye. The next Authority meeting is scheduled for Monday, August 25, 2014.

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

Respectfully Submitted

Mary Kemble Slade, Recording Secretary