

Caln Township Municipal Authority
253 Municipal Drive Thorndale, PA 19372
Monday December 18, 2017 - 7:00 PM

Those Present and Absent:

Paul Mullin – Chairperson
George Chambers – Vice Chair
John D. Contento – Treasurer
Tony DiSario – Assistant Treasurer/Assistant Secretary
Noel Bernard – Secretary
Scot Gill – Wastewater Department Director
Kristen Denne – Township Manager
Denise Miller – Recording Secretary (Absent)
Bill Dingman – P.E., Gilmore & Associates, CTMA Engineer

Mr. Mullin called the meeting to order at 7:00 PM.

Minutes of the November 2017 Meeting

Mr. Mullin called for additions or corrections to the November minutes. There were none. Mr. Chambers made a motion, seconded by Mr. Contento, to adopt the November 2017 minutes, as presented. Vote passed 5-0.

Public Comment

Mr. Mullin called for public comments. There were none.

Kings Grant Phase 2 Dedication

Mr. Gill presented Resolution 2017-6-CTMA, accepting certain Deeds of Dedication and Sanitary Sewer Easements for the Kings Grant Residential Development Phase 2, an executed Maintenance Agreement for Chairman Signature, and Bill of Sale for review. Mr. Contento made a motion, seconded by Mr. DiSario, approving Resolution 2017-6-CTMA a resolution accepting certain Deeds of Dedication and Sanitary Sewer Easements for the Kings Grant Residential Development Phase 2, and their Maintenance Agreement. Vote passed 5-0.

Dwell Payment Extension Agreement

Mr. Gill presented an Arbor Hills Associates Fourth Amendment to Sanitary Sewer Capacity Reservation and Contribution Agreement for Board consideration, both have been executed by their General Partner. The agreement grants an extension of time for payment of the \$210,000 that was due December 31, 2017 as part of the Third Amendment to June 30, 2018, and also includes the contingency that if PAWC would demand payment of the \$210,000 by the Township and/or Authority, then the extension will accelerate and Dwell will have to make the payment at that time or the reservation will be cancelled. Mr. Contento motioned, seconded by Mrs. Bernard, authorizing the Chairman to sign the Arbor Hills Fourth Amendment to Sanitary Sewer Capacity Reservation and Contribution Agreement. Vote passed 5-0.

Dogwood/Scott Drive Project Update

Mr. Gill presented an updated budget as of 12/6/2017, Certificate of Substantial Completion and 3rd payment request from Fidelity Contracting in the amount of \$118,338.65. Mr. Gill noted that he is still waiting for all costs associated with the project to come in and then we will present, at the January CTMA meeting, the final cost per unit along with the resolution establishing a Special Part Tapping Fee and Time for Connection and Payment. Mr. Gill noted that he has requested Fidelity Contracting to submit their 4th payment in the amount of \$19,461.57. This payment request will be the balance

of the contract except for \$2,010.00 which will be retained until spring of 2018 once everything is found acceptable in the restoration work. We are asking the Board to approve this amount to be released contingent upon the engineer finding everything acceptable and all the proper paperwork is submitted to close out the project by the contractor. Mr. Contento made a motion, seconded by Mrs. Bernard, to recommend to the Board to authorize the release of Fidelity Contracting's 3rd payment request of \$118,338.65, and authorization the Chairman to sign the Certificate of Substantial Completion. Vote passed 5-0. Mr. Chambers made a motion, seconded by Mr. DiSario, to recommend to the Board to authorize the release of Fidelity Contracting's 4th payment request of \$19,461.57, contingent that the authorities engineer finds everything acceptable and all the proper paperwork is submitted by the contractor. Vote passed 5-0.

2017 Relining Project Update

Mr. Gill presented a payment request from TVD Inc. dba Propipe in the amount of \$41,792.80. Mr. Gill noted that there was a change order for the extra work needed to separate the 2 combined laterals, extend away from the existing house foundations, and reconnect to the new line. There was extra digging depth (12') needed to perform this work. Mr. Gill requested Board approval to release \$41,792.80, contingent upon the engineer finding everything acceptable and all the proper paperwork is submitted to close out the project by the contractor. Mr. Chambers made a motion, seconded by Mr. DiSario, recommending to the Board to authorize TVD Inc. dba Propipe's 1st payment request of \$41,792.80, contingent upon the authorities engineer finding everything acceptable and all the proper paperwork is submitted by the contractor. Vote passed 5-0.

Resolution Adopting the 2018 Professional Consultants

For Board consideration, Mr. Gill presented Resolution 2017-3-CTMA, adopting the Authority's Professional Consultants fees. Mr. Contento made a motion, seconded by Mr. Chambers, adopting Resolution 2017-3-CTMA, adopting the 2018 schedule of fees for the Authority's Professional Consultants. Vote passed 5-0.

For Board consideration, Mr. Gill presented a request to extend Caln Township Municipal Authority's General Engineering Consulting Agreement, dated December 16, 2013, with Gilmore & Associates, Inc., until December 31, 2018. Mr. Contento made a motion, seconded by Mr. Chambers, to approve extending the Caln Township Municipal Authority's General Engineering Consulting Agreement, dated December 16, 2013, with Gilmore & Associates, Inc., until December 31, 2018. Vote passed 5-0.

Hydraterra Professionals, LLC

For Board consideration, Mr. Gill presented Hydraterra Professionals, LLC proposed 2018 rate schedule. Mr. Gill also requested a motion to retain them for special projects, and extend Caln Township Municipal Authority's General Engineering Consulting Agreement, with Hydraterra Professionals, LLC, until December 31, 2018. Mr. Contento made a motion, seconded by Mr. DiSario, to retain Hydraterra Professionals LLC for special projects at their proposed 2018 rate schedule and extend the General Consulting Agreement. Vote passed 5-0.

Financials; Sewer Operating Fund, Act 57 Fund, and Delinquency Reports

Mr. Gill reviewed the cash basis summary and detailed accrual reports of revenue and expenditures for the Sewer Operating Fund, Municipal Authority's Tapping Fee Account, and Capital Fund for the month of

November 2017. After Board discussion, Mr. Chambers made a motion, seconded by Mr. Contento, to approve the November 2017 financials, as submitted. Vote passed 5-0.

Mr. Gill also reviewed and discussed the delinquency report 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.

Directors Report

Mr. Gill noted his November 2017 department report and noted a list of current projects which the Department is working on, and their progress.

Adjournment

There being no further business, Mr. Contento made a motion, seconded by Mrs. Bernard, to adjourn the December 2017 meeting at 8:14 PM. Vote passed 5-0.

Respectfully Submitted,

Denise Miller,
Recording Secretary