

Caln Township Municipal Authority
Monday March 28, 2016
7:00 PM

Those Present and Absent:

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

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

Minutes of the February 2016 Meeting

Mr. Mullin inquired if there were any additions or corrections to the February minutes. There were none. Mr. Contento motioned, seconded by Mr. Chambers, to adopt the February 2016 minutes as presented. Vote passed 4-0

Public Comment

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

Royal Farms

Mr. Gill presented the Sanitary Sewer Capacity Reservation, Contribution and Extension Agreement, and the Operation and Maintenance Agreement for Grinder Pump System for Royal Farms, for Board consideration. Mr. Gill also presented Mr. Dingman's latest review letter, and Written Certification Application Number CTMA16-01. Mr. Gill also presented the Sewer Capacity Relinquishment Agreement, signed by the developer, which automatically relinquishes Royal Farms capacity if needed and will be executed by the Municipality Authority at that time.

Mr. Contento motioned, seconded by Mr. Chambers, to authorize the Chairman to sign the Sanitary Sewer Capacity Reservation, Contribution and Extension Agreement between the Municipal Authority and Caln Horseshoe LP. Vote passed 4-0.

Mr. Contento motioned, seconded by Mr. Chambers, to authorize the Chairman to sign Certification Application Number CTMA16-01 authorizing sufficient capacity for Caln Horseshoe LP. Vote passed 4-0.

Mrs. Bernard motioned, seconded by Mr. Contento, to authorize the Chairman to sign the Operation and Maintenance Agreement for Grinder Pump System for the Caln Horseshoe LP. Vote passed 4-0.

Municipal Drive Pump Station Update

Mr. Gill presented Mr. Pompo's 2016 Legal Special Projects Budget and Mr. Dingman's draft schedule on the construction of the pump station, based on the developer's contributions. Mr. Gill also noted that the bank gave clearance on 2220 Miller Avenue.

Dogwood/Scott Drive Project Update

Mr. Gill presented Mr. Dingman's March 22, 2016 email update on the project. Mr. Gill noted the survey being completed and the property lines have been identified.

Penalty Waiver Request Draft Resolution

Mr. Gill presented a draft resolution and resident request form outlining the sewer/trash penalty waiver request process, for Board direction. By consensus, the Board approved staff to present a draft resolution to the Board of Commissioners. Mr. Gill noted he will present a draft resolution regarding the trash penalty waiver request process to Dave Fiorenza to present to Peter Marshall, on behalf of the Finance Department.

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 February 2016. Mr. Contento asked Mr. Gill for an update on the Allocation of Salaries to different departments. Mr. Gill noted that the Municipal Authority pays a percentage of the Township Manager and Code Enforcement Directors salary and that percentage is still being deducted, from the Municipal Authorities fund. Mr. Gill noted he submitted a request to the Interim Finance Director to cease those deductions and review future allocations. Mr. Mullin called for a vote on the financials. Mr. Chambers motioned, seconded by Mr. Contento, to approve the financials, as submitted. Vote passed 4-0. Also, reviewed and discussed 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.

Penalty Waiver Request – Account #1404-0

Mr. Gill presented a penalty waiver request for account #1404-0. After Board discussion, Mr. Contento made a motion, seconded by Mrs. Bernard, to waive the penalty request for account #1404-0. Vote passed 4-0.

Penalty Waiver Request – Account #5834-0

Mr. Gill presented a penalty waiver request for account #5834-0. After Board discussion, Mr. Contento made a motion, seconded by Mr. Chambers, to deny the penalty request for account #5834-0. Vote passed 4-0.

Directors Report

Mr. Gill presented his February 2016 report and noted current projects which the Department is working on. Mr. Gill also noted a second commercial mailing was sent out requesting their 2015 recycling reports.

Mr. Mullin announced that the April 25, 2016 CTMA meeting will be held at the Thorndale Fire House, due to the primary election equipment being set up.

Mr. Mullin announced the passing of resident and frequent meeting attendee Bob Reymos.

Adjournment

There being no further business, Mr. Contento motioned, seconded by Mr. Chambers, to adjourn the March 28, 2016 meeting at 8:15 PM. Vote passed 4-0.

Respectfully Submitted,

Denise Miller,
Recording Secretary