

Caln Township Municipal Authority
Monday November 23, 2015
7:00 PM

Those Present:

Paul Mullin, Chairperson
Robert Tompkins, Vice Chair
John D. Contento, Treasurer
George Chambers, Assistant Treasurer/Assistant Secretary
Jim Kruse, Secretary – Absent
Gregory Prowant, Township Manager
Scot Gill, Director
Denise Miller, Recording Secretary
Bill Dingman, P.E., Gilmore & Associates, CTMA Engineer

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

Minutes of the October 26, 2015 Meeting

Mr. Mullin inquired if there were any additions or corrections to the October minutes. There were none. Mr. Contento motioned, seconded by Mr. Chambers, to adopt the October 26, 2015 minutes as presented. With Mr. Tompkins abstaining, vote passed 3-0.

Public Comment

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

Dogwood Lane/Scott Drive Sewer Improvements Project Update

Mr. Gill offered the revised Dogwood Scott Written Certification, CTMA15-2, for Board consideration. Mr. Contento motioned, seconded by Mr. Tompkins, to sign the Dogwood Scott Written Certification, CTMA15-2. Vote passed 4-0.

Mr. Gill noted that Gilmore has started surveying and anticipates completion by the end of the week.

Municipal Drive Pump Station Update

Mr. Gill noted staff has made multiple attempts to come to some conclusion to obtain the easement at 2220 Miller Avenue for the Municipal Pump Station Project. With the pending zoning hearing board application on January 7, it may be time closure was put to this issue. Staff is recommending that if the signed easements are not received by the December 4 that the Board authorize Mr. Pompo to proceed with drafting condemnation documents for consideration at the December 14 meeting. Mr. Dungan and Mrs. Paige were present and was informed they could receive \$1,000 towards their own legal costs, Mrs. Paige stated that they are having their lawyer look at the documentation this week and will get back with staff of the outcome. Mr. Contento motioned, seconded by Mr. Tompkins, to authorize the Solicitor with drafting condemnation documents for 2220 Miller Avenue starting on December 4 if needed, for Board consideration at the December 14 meeting. Bob Reymos had concern with how the water from their pool was disposed of. Mr. Dungan replied that the pool liner had a hole in it, and the water just trickled out over time. Vote passed 4-0.

Mrs. Duncan had concern with their big apple tree and requested that the work goes under the tree. Mr. Gill and Mr. Dingman both replied that they cannot go under the tree and it would probably harm the tree roots anyway.

Mr. Dingman noted he submitted design forms to Manufactures regarding the Flight Pumps and they had an alternative that looks reasonable and also suggested some modifications to the control panel. The result being a \$40,000 savings to the CTMA. Bob Reymos had questions on the modifications to the control panel. Mr. Gill noted a staff meeting will be held on December 3 with himself, Mr. Dingman, Cory Rathman and Jeff McClintock to review stormwater, zoning, flood plain application, and technical. Mr. Dingman noted preliminary indications are they will want additional calculations to support the application. Mr. Contento directed Mr. Prowant to attend this meeting. Bob Reymos inquired if this is a public meeting. Mr. Gill replied that it is a staff meeting.

2016 Engineering Fee Schedule

Mr. Gill offered the proposed 2016 Engineer Fee Schedule, for Board consideration. Mr. Contento noted the mileage should be the current rate per mile not \$0.66/per mile. Mr. Dingman noted he has authority to change it to the current rate of \$0.575 Board consensus was to proceed to the December 14 meeting with the adoption of the 2016 Engineer Fee Schedule, with Mr. Contento's change in the mileage rate. Bob Reymos had several questions on Gilmore's fee schedule.

2016 Solicitor Fee Schedule

Mr. Gill offered Lamb McErlane's proposed 2016 fee schedule to include in the resolution which will be presented at the December 14 meeting. Board consensus was to authorize to include the proposed fee schedule in the resolution to be presented at the December 14 meeting.

2016 Suggested Meeting Dates

Mr. Gill offered the proposed 2016 CTMA meeting dates, for Board consideration. Mr. Contento motioned, seconded by Mr. Chambers, to approve the 2016 CTMA meeting dates for advertisement. Vote passed 4-0.

Dwell Capacity Certification

Mr. Gill offered Dwell Written Certification CTMA15-3, for Board consideration. Mr. Contento motioned, seconded by Mr. Chambers, to approve Written Certification Application Number CTMA15-3 authorizing staff to sign the appropriate section of the Sewage Facilities Planning Module. Bob Reymos had several questions on the motion. Vote passed 4-0.

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

Mr. Prowant 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 September 2015. Mr. Tompkins 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.

2015 Audit Proposal

Mr. Gill offered Maulo & Company's proposal for the preparation of the 2015 Municipal Authority audit in the amount of \$9,800, for Board consideration. Mr. Contento noted the \$600 increase for the requirement to record pension liability for 2015. He noted that the CTMA has no employees therefore there should be no pension liability. Mr. Gill noted he would contact Mr. Maulo regarding the \$600.00 increase.

2016 Capital Fund Proposal

Mr. Gill offered and reviewed the proposed 2016 Sewer Capital Fund 33 to the Board for inclusion as part of the 2016 Operating and Capital budget for adoption in December. Mr. Contento directed staff to delete the "2015 Projected" column. Bob Reymos inquired if the figures will be in the minutes or if the report will be attached to the minutes. Mr. Gill noted they will be part of the resolution adopted at the December 14 meeting.

Directors Report

Mr. Gill presented his October 2015 report and noted current projects which the Department is working on.

Mr. Mullin spoke on Mr. Kruse's passing and his dedication to the Township and the Municipal Authority.

Adjournment

There being no further business, Mr. Contento motioned, seconded by Mr. Tompkins, to adjourn the November meeting at 8:35 PM. Vote passed 4-0.

Respectfully Submitted,

Denise Miller,
Recording Secretary