

Caln Township Municipal Authority
253 Municipal Drive
Thorndale, PA 19372
Monday November 28, 2016
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 (Absent)
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 October 2016 Meeting

Mr. Mullin called for additions or corrections to the October minutes. There were none. Mr. Contento motioned, seconded by Mr. Chambers, to adopt the October 2016 minutes, as presented. Vote passed 5-0.

Public Comment

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

Dogwood/Scott Drive Project Update

Mr. Gill noted that there are 3 remaining easements to be signed and he is working on getting them signed by the December 12 meeting. If those signatures are not acquired by then, a condemnation resolution will be offered for each property for Board consideration, at the December 12 meeting. Mr. Gill also noted that he received a proposal from William Wood, estimated at \$500.00 per appraisal for the remaining outstanding easements, if needed.

PA Small Water and Sewer Grant Project Update

Mr. Gill noted that the DCED has received 605 applications for a total of \$170,000,000 in grant requests which is for \$22,000,000 in available funding. He also noted that the applications have been assigned to reviewers and they will be in touch, sooner or later depending on the position in the queue, with any questions or request for more information. The target is to have all grant recommendations ready for the March 23, 2017 CFA Board meeting or possibly the meeting in May.

2017 Gilmore Fee Schedule

Mr. Gill offered the 2017 rates for Gilmore & Associates Inc., which reflects a slight increase of \$5.00 for the Design Technician V. Board consensus was to proceed with the resolution presentation at the December 12 meeting.

2017 Lamb McErlane Fee Schedule

Mr. Gill offered the 2017 rates for Lamb McErlane PC, which reflects no increase from their 2016 fee schedule. Board consensus was to proceed with the resolution presentation at the December 12 meeting.

2017 Suggested Meeting Dates

Mr. Gill offered the 2017 Authority meeting dates for Board consideration. After Board discussion, Mr. Chambers made a motion, seconded by Mr. DiSario, to approve the amended proposed 2017 meeting dates with the change from December 11, 2017 to December 18, 2017. 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 October 2016. After Board discussion, Mr. Contento motioned, seconded by Mr. Chambers, to approve the financials, as submitted. Vote passed 5-0. 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.

2017 Proposed Sewer capital Fund and Act 57 Fund Budget

Mr. Gill offered the proposed 2017 Sewer Capital Fund (33) for review and discussion. After Board discussion, consensus was to include this as part of the 2017 Operating and Capital budget for adoption at the December 12, 2016 meeting.

2016 Audit Proposal

Mr. Gill offered Maulo & Company's 2016 audit proposal in the amount of \$9,700.00, which reflects a \$500.00 increase from the 2015 audit. After Board discussion, Mr. Contento made a motion, seconded by Mr. DiSario, to approve the 2016 budget year audit proposal in the amount of \$9,700.00. Vote passed 5-0.

Directors Report

Mr. Gill presented his October 2016 Board report and noted current projects which the Department is working on. He also noted that the cleaner truck has been repaired and back in use.

CTMA Reappointment Recommendation

Mr. Gill offered a recommendation to forward Mrs. Bernard's interest in being reappointed to the Authority Board for the 2017-2021 term. Mr. Contento made a motion, seconded by Mr. Chambers, to recommend to the Board of Commissioners to reappoint Mrs. Bernard for a five year term. Vote passed 5-0.

Discussion was held on ways to improve recycling.

Adjournment

There being no further business, Mr. Contento motioned, seconded by Mr. Chambers, to adjourn the November 2016 meeting at 8:10 PM. Vote passed 5-0.

Respectfully Submitted,

Denise Miller,
Recording Secretary