

Caln Township Municipal Authority
253 Municipal Drive
Thorndale, PA 19372
Monday October 24, 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
Denise Miller – Recording Secretary
Bill Dingman – P.E., Gilmore & Associates, CTMA Engineer

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

Mr. Mullin introduced new Township Manager, Kristen Denne.

Minutes of the September 2016 Meeting

Mr. Mullin called for additions or corrections to the September minutes. Mr. Contento motioned, seconded by Mr. Chambers, to adopt the September 2016 minutes, as presented. Vote passed 5-0.

Public Comment

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

PA Small Water and Sewer Grant Project Recommendation

Mr. Gill noted that the grant application was mailed and has been received at the Department of Community and Economic Development office (“DCED”), on October 19, 2016.

Dogwood/Scott Drive Project Update

Mr. Gill noted that the second request letter will be mailed, tomorrow, to the remaining 8 residents who have not returned their sanitary sewer easement documents yet. He also presented a project budget and schedule for the project. Mr. Gill also noted that he received an email from Dave Norwood at the Chester County Department of Community Development, and they are in the process of executing the contract for the project activity, and it will be on their November Commissioners meeting. Mr. Dingman noted that Mr. Rathman has relayed that there are no technical deficiencies in the Erosion and Sedimentation Control Plan submission, and Mr. Rathman, will be following up with Mr. McClintock to make sure there are no administration items needed before he issues the permit, on behalf of the township. Mr. Dingman also noted that he received the Part 2 Water Quality Management Permit application fee, and will be submitting it this week.

Kings Grant Phase 1 Dedication Update

Mr. Gill noted a Revised Sanitary Sewer As-Built Plan Review and a Sanitary Sewer Easement Legal Description Review from Gilmore. He also noted a memo from Mr. Pompo stating his review of documents submitted to date, and request for additional documents regarding the Bill of Sale and Maintenance Agreement.

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 September 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.

Directors Report

Mr. Gill presented his October 2016 Board report and noted current projects which the Department is working on.

Adjournment

There being no further business, Mr. Contento motioned, seconded by Mr. Chambers, to adjourn the October 2016 meeting at 8:20 PM. Vote passed 5-0.

Respectfully Submitted,

Denise Miller,
Recording Secretary