

# Caln Township Municipal Authority

Monday, January 28, 2013

7:00 PM

## **Those Present:**

Paul Mullin, Chairperson  
Robert Tompkins, Vice Chair  
Matthew Plagens, Assistant Treasurer  
Jim Kruse, Secretary  
Gregory Prowant, Township Manager  
Scot Gill, Director  
Mary Kemble Slade, Recording Secretary  
Bill Dingman, P.E., CTMA Engineer

## **Scheduled Absence:**

John Contento, Treasurer

Chairperson Paul Mullin called the meeting to order at 7:05 p.m., and announced that the Board held an executive session prior to the meeting.

## **Minutes of the December 17, 2012 Meeting:**

Mr. Mullin inquired if there were any additions or corrections to the above minutes. There were none. Mr. Kruse motioned to approve the December 17, 2012 meeting minutes as presented. Mr. Tompkins seconded the motion, with all voting Aye.

## **Public Comment:**

None

## **2013 Board Reorganization:**

Mr. Mullin addressed the 2013 reorganization of the Board. Mr. Kruse motioned the existing slate of officers remain the same for 2013. Mr. Tompkins seconded the motion, with all voting Aye. Mr. Mullin announced the Board positions continued to be held by the members for the year 2013, as follows:

- ◆ Paul Mullin, Chairperson
- ◆ Robert Tompkins, Vice Chairperson
- ◆ John Contento, Treasurer
- ◆ Matthew Plagens, Assistant Treasurer
- ◆ Jim Kruse, Secretary

## **Municipal Pump Station Update:**

Mr. Dingman reported the final plans were completed and electrical permit issued, with the building permit requirements in the process of being addressed. He noted preparations have been made related to the Zoning Hearing Board flood plain issues and the associated documents delivered to the Township Engineer this evening. Mr. Gill advised he is waiting to hear further from the developer, who has had the plans since early December for

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the purpose of estimating a proposed construction budget for the pump station and associated force main. Mr. Kruse suggested the building permit be finalized, however it would not be prudent to move forward until there is a development forthcoming. With the understanding minimal time will be needed, the Board agreed that Mr. Dingman should proceed to finalize the building permit.

## **Coppa 82 Waiver Request:**

Mr. Gill offered a request from the owner of Coppa 82 Restaurant, requesting sewer billing be waived until it reopens due to a fire on 10/22/12. In addition, an overdue bill for the period of 9/1/12-10/31/12 was also requested to be waived. Mr. Gill explained the bill is for services rendered and continued billing reserves capacity for this business. All commercial and residential vacancies within the Township continue to be billed, unless the service would be capped at the main. If reconnection should occur in the future, the applicable tapping fee must be paid at that time. Mr. Gill recommended the late fee be waived as a courtesy allowing for the fact that the fire had just occurred, with billing to continue as customary. After discussion, the Board agreed to waive the late fee of \$9.19 and in order to be consistent, billing continue as established.

## **Bailey Station Lot 67E O&M Agreement for Grinder Pump System:**

Mr. Gill informed the Board of the need for a grinder pump for a lot located at Bailey Station, requiring an Operations and Maintenance Agreement for Grinder Pump System. The agreement was executed by the developer and now requiring execution by the Authority to finalize. Mr. Tompkins motioned to authorize Mr. Mullin and Mr. Kruse to execute the 3428 Alydar Road O&M Agreement for Grinder Pump System. Mr. Plagens seconded the motion, with all voting Aye.

## **16 Granger Lane O&M Agreement for Grinder Pump System:**

Mr. Gill advised the property owner of 16 Granger Lane is preparing to connect to the public system. He offered the required Operation and Maintenance Agreement for Grinder Pump System for review, advising the property owner's solicitor is in the process of bringing the deed up to date. Mr. Gill requested the Board approve the agreement allowing Mr. Mullin and Mr. Kruse to execute between meetings if necessary, once the corrections to the deed are completed. Discussion followed on the possibility of providing public sewer service in this area at some time in the future. Mr. Gill reminded the Board DEP approval has already been received for the Granger Lane/Caln Meetinghouse Road service area.

## **3255 Walnut Street Sanitary Sewer Easement Agreement:**

Mr. Gill explained the purpose of the agreement, establishing an easement for an existing sewer main located in a grassy alleyway behind this property. The lot is currently under construction with a single family home. The agreement will allow the Authority access to maintain the line. The agreement was executed by the developer and now requiring execution by the Authority to finalize. Mr. Tompkins motioned to authorize Mr. Mullin to execute the agreement on behalf of the Authority. Mr. Plagens seconded the motion, with all voting Aye.

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## **Financials:**

Mr. Prowant reviewed the cash basis summary and detailed accrual reports of revenues and expenditures for the Sewer Operating Fund and Municipal Authority Capital Fund (Tapping Fee Account) through 12/31/12. After brief discussion Mr. Kruse motioned to accept the financial reports as submitted. Mr. Tompkins seconded the motion, with all voting Aye. Projected revenues and expenditures were offered. Delinquent 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 were also reviewed. There were no questions.

## **Directors Report:**

Mr. Gill offered for discussion the Department's 2012 Project Summary for the year, previously distributed for review. The Board complimented Mr. Gill on the report and had no questions.

## **Additional Business:**

Mr. Kruse wished to discuss the potential transition of management of the trash and recycling program to the Authority, currently supervised by the Board of Commissioners. He requested Mr. Gill and Mr. Prowant finalize a memo on this matter for the consideration and comments of the Authority, which could then be followed up with the Board of Commissioners.

## **Adjournment:**

There being no further business, Mr. Tompkins motioned to adjourn the meeting at 8:00 p.m. Mr. Kruse seconded the motion, with all voting Aye. The next Authority meeting is scheduled for Monday, February 25, 2013.

These are the minutes of the Municipal Authority Board meeting to the best of my knowledge.

Respectfully Submitted

Mary Kemble Slade, Recording Secretary