

Caln Township Municipal Authority

Monday, June 24, 2013

7:00 PM

Those Present:

Paul Mullin, Chairperson
Robert Tompkins, Vice Chair
John Contento, Treasurer
Matthew Plagens, Assistant Treasurer
Jim Kruse, Secretary
Gregory Prowant, Township Manager
Scot Gill, Director
Mary Kemble Slade, Recording Secretary
Larry Maulo, Jr., CPA, Maulo & Company, Ltd.

Scheduled Absence:

Bill Dingman, P.E., CTMA Engineer

Minutes of the April 22, 2013 Meeting:

Mr. Mullin inquired if there were any additions or corrections to the above minutes. There were none. Mr. Kruse motioned to approve the April 22, 2013 meeting minutes as presented. Mr. Plagens seconded the motion, with all voting Aye.

Public Comment:

None

2012 Audit Presentation:

Mr. Maulo presented his firm's audit of the financial statements of the Caln Township Municipal Authority for the year ending December 31, 2012, reporting the audit resulted in a clean opinion with no issues. He reviewed revenues, expenses and changes in net assets for the three components of operations, the Sewer Operating, Sewer Capital and Tapping Fee Funds. Mr. Maulo and the Board also discussed fixed asset increases primarily associated with the dedication of various sewer projects and purchase of a vehicle. Mr. Maulo also offered the Board a required conclusion letter related to the audit findings. After brief discussion, there were no further questions. Mr. Plagens motioned to approve the results of the 2012 Municipal Authority audit. Mr. Tompkins seconded the motion, with all voting Aye.

Dwell at Caln Update:

Mr. Gill informed the Board that the solicitors have been working to finalize the Sewer Capacity Reservation Agreement for this project, with only a few items outstanding at this time. It is hoped a final draft will be completed for the July meeting.

North Brandywine Middle School Easement Agreement:

Mr. Gill advised this Sanitary Sewer Easement Agreement is related to the new North Brandywine Middle School, located within Caln at the West Brandywine boundary. This was required as part of the Land Development review,

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in order to establish an easement to be used by the Authority for possible future extension of the Authority's sewer lines. He noted the agreement was executed by Coatesville Area School District, and now requires execution by the Authority to finalize. Mr. Contento motioned to authorize Mr. Mullin to execute the Sanitary Sewer Easement Agreement between CASD and Can Township Municipal Authority. Mr. Tompkins seconded the motion, with all voting Aye.

Lincoln Highway Emergency Sewer Line Repair:

Mr. Gill discussed with the Board a concern discovered June 6th during routine inspection, with the crew observing a full manhole located in the Dairy Queen parking lot. The crew immediately cleaned the line and found during further inspection a recently installed PECO pole had broken through the top of the sewer line, causing a collapse. He advised PA One Calls related to the pole replacement had been reviewed, and the sewer line was marked at this location. Mr. Gill arranged for televising of the line to determine the extent of the damage and the subsequent excavation and repair of the line, which was completed with the cooperation of PECO assisting by stabilizing the pole during the repair. The repair was completed June 11th and restoration of the site the next day. With repair costs totaling \$11,487.50 not including staff time, Mr. Gill requested the Board's view on obtaining reimbursement. After discussion, it was decided Mr. Prowant will relay all costs including staff time to PECO for review and response.

Financials:

Mr. Prowant and the Board 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) for the months of April and May. After a short discussion, Mr. Contento motioned to approve the financial reports. Mr. Plagens seconded the motion, with all voting Aye. Also reviewed were 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. Mr. Kruse motioned to accept the delinquency reports as submitted. Mr. Tompkins seconded the motion with all voting Aye. Projected revenues and expenditures were also presented.

Directors Report:

Mr. Gill reviewed his Departmental report for the month of May. He reported the Department is again at full staff with the new employee working out very well. The crew has been continuing to balance line cleaning and I&I work, particularly within the PAWC service area. He also informed the Board the Department recently took delivery of the new crane truck, which will be decaled with reflective striping tomorrow.

Trash & Recycling Program:

Mr. Gill reported the Department recently handled compiling the PADEP 2013 Section 902 Recycling Grant application, submitted by the Board of Commissioners requesting funds in the amount of \$222,523.00 to assist in recycling efforts.

Adjournment:

There being no further business, Mr. Contento motioned to adjourn the meeting at 8:20 p.m. Mr. Tompkins seconded the motion, with all voting Aye. The next Authority meeting is scheduled for Monday, June 24, 2013.

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

Respectfully Submitted

Mary Kemble Slade, Recording Secretary