

Caln Township Municipal Authority

Monday, September 22, 2014

7:00 PM

Those Present:

Paul Mullin, Chairperson
Robert Tompkins, Vice Chair
John Contento, Treasurer
Vacant, Assistant Treasurer
Jim Kruse, Secretary
Gregory Prowant, Township Manager
Scot Gill, Director
Mary Kemble Slade, Recording Secretary
Bill Dingman, P.E., Gilmore & Associates, CTMA Engineer

Absent:

None

Chairperson Paul Mullin called the meeting to order at 7:10 p.m., and announced that the Board held an executive session to discuss legal matters prior to the meeting.

Minutes of the August 25, 2014 Meeting:

Mr. Mullin inquired if there were any additions or corrections to the above minutes. There were none. Mr. Contento motioned to approve the August 25, 2014 meeting minutes as presented. Mr. Tompkins seconded the motion, with all voting Aye.

Public Comment:

None

Engineer's Update:

Act 537 Plan: Mr. Dingman reported he has been supporting Mr. Gill and Mr. Prowant's request in terms of cost data for the Act 537 Plan update, and attended a recent meeting held with DARA and the municipal managers where discussions were held on various options related to Act 537 planning. He indicated there are currently no conclusions with further discussions still needed to take place amongst the municipalities. Mr. Contento advised that he had requested Mr. Gill compile costs on the construction of a package plant, which Mr. Dingman assisted with. Mr. Dingman discussed with the Board the pros and cons of two potential options, the first being constructed immediately adjacent the interceptor with direct stream discharge, and the second utilizing the Township's existing Route 340 site with spray irrigation. He concluded that the costs related to a package plant ultimately would be somewhat higher than estimated DARA purchase or expansion costs.

Kings Grant Pump Station: Mr. Gill reviewed a recent issue with the control panel kicking out, and reported it was determined the generator is not the source of the problem. Mr. Dingman suggested an electrical engineer to troubleshoot the source of the problem. Mr. Gill will schedule an evaluation.

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Benne Tapping Fee Extension Request:

Mr. Gill shared correspondence from the developer regarding the status of this project and request for a further extension of payment of the tapping fees due for four EDU's allocated to this project, contingent upon subdivision approval. He noted this project was recently granted a subdivision extension by the Board of Commissioners through November 30th. Prior extensions were approved by the Authority at their March 24th, May 19th and July 28th meetings. After brief discussion, the Board agreed by consensus to grant the requested extension through November 30, 2014. Staff will advise the developer that the Board will require an update on the status of the project and payment if not made, prior to their December 15, 2014 meeting.

Thorndale West EDU Request:

Mr. Gill reviewed correspondence from Longview Management related to a potential new tenant, a Japanese restaurant, interested in 3295 Lincoln Highway within Thorndale Shopping Center. This business is estimated to need 3 EDU's. He noted there is currently EDU allocated to this unit, and Longview requested 1 EDU be reallocated from the vacancy located at 3311 Lincoln Highway which currently has 2 EDU's allocated, and is within the same parcel. In addition to this, Longview would then purchase 1 additional EDU for the 3295 space. Mr. Gill noted that the lease agreement could be finalized prior to the next meeting, and if so, requested that once Mr. Dingman completes his review of the water data and Longview has finalized negotiations with this tenant, the Department be given authorization to forward this request for 1 EDU to DARA for certification, and then potential certification by the Authority at the October meeting. The Board agreed by consensus. Mr. Gill advised that as part of his review, Mr. Dingman would also examine the shopping center's pump station capacity and surges at the station during rain events to determine any inflow and infiltration issues.

Portable Camera System Discussion:

Mr. Gill offered a recent quote for a portable camera system in the amount of \$48,348.00, which was discussed further last month as a potential Capital expenditure item. Mr. Contento pointed out this equipment would assist in identifying and stopping illegal connections to the system such as sump pumps and floor drains, thus reducing significant uncontrolled inflow and infiltration into the system. He requested the Board consider authorizing the purchase of the camera system as a direct means of monitoring incoming flows, and also give consideration to the Board of Commissioners for a possible change in Township Ordinances to provide for procedures allowing the Township and Authority to be more aggressive in this area. It was noted as an example that twenty illegally connected sump pumps on a constant flow could equate to 96,000 gallons per day, divided by 250 gallons per day, is the equivalent of almost 400 homes of future development in the Township. Mr. Gill advised a camera system can detect surges from a sewer lateral related to a particular residence. Once documented, this can be forwarded to Codes for enforcement. Discussion followed on current enforcement procedures and potential options for redirection of water from disconnected sump pumps. In closing, it was requested Mr. Gill coordinate a demonstration of the camera system for Board members sometime within the next month in order to further evaluate and decide on the potential purchase.

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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's Tapping Fee Account and Capital Fund for the month of August. There were no questions. Mr. Contento motioned to approve the financial reports as submitted. Mr. Tompkins seconded the motion, with all voting Aye. Future Projected Revenues and Expenditures were reviewed with no questions. Mr. Contento inquired if the estimated future easement acquisition related to the Municipal Pump Station project was reflected in the Municipal Pump Station Expenses report. Mr. Gill stated it has not as of yet, as the solicitor is still in the process of completing the draft easement agreement for the Board's approval prior to forwarding to the property owner. Once approved by the Board, he will request authorization to add the estimated compensation as a future expenditure. Related to the Township easement(s) needed, Mr. Gill and Mr. Prowant noted there will also be some related compensation items, such as an additional cart path on the golf course which could be handled under construction as part of the project. Also reviewed 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. Mr. Gill indicated he will communicate with the Finance Department to confirm the current year delinquency notices will be sent out in early October.

2015 Budget Request:

Mr. Gill provided an updated 2015 draft Sewer Operating budget. Revised as suggested at last month's meeting, he reviewed with Ms. Wertz the Wages and Benefits line items and made the proper adjustments related to reallocation of time which the department dedicates to trash. In addition, he spoke with Mr. Mays, DARA Executive Director, and based on their conversation revised the DARA budget, also including an increase for an electrical upgrade project. He noted DARA is still finalizing their 2015 budget. For comparison, Mr. Contento confirmed with Mr. Gill that the Township is currently sending approximately 180,000 gallons per day to PAWC and approximately 1.2 to 1.4 million gallons per day to DARA, sending about six times as much flow to DARA due to the higher cost of treatment at PAWC. Mr. Kruse agreed DARA treatment costs are less expensive; however, DARA may not be ready to expand at this time or in the near future. Therefore, the Township may need to look more closely at other alternatives such as the construction of the Municipal Pump Station, potentially built with the assistance of developer contributions, in order to obtain the future flows which may be needed in a timely manner. In regard to purchasing additional capacity at DARA, Mr. Kruse indicated he would be comfortable if the Township negotiated the option of an incremental purchase of 25,000 gallons per year from DARA, and the other Board members agreed. Mr. Contento asked Mr. Prowant if this provided him with the direction needed, and Mr. Prowant concurred. Mr. Contento noted that regardless of whether it is construction of the Municipal Pump Station or purchase of additional capacity at DARA, there are no provisions in the budget for the principal or finance costs, thus increased rates may have to be considered at a future time. More will be known in December when the DARA has completed its recalculation on five year adjusted flows. Mr. Prowant discussed a Board of Commissioners resolution regarding retaining an end of year fund balance policy, and proposed the Authority may wish to adopt a

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similar policy. There were no further questions. Mr. Contento motioned to authorize the 2014 Sewer Operating budget prepared by the Wastewater Operations Department be submitted to the Board of Commissioner's for their review and approval. Mr. Kruse seconded the motion, with all voting Aye. Mr. Prowant noted the Authority will have the opportunity to give final approval of the budget and sewer rates in December.

Director's Report:

Mr. Gill reviewed his departmental report for the month of August, noting the Wastewater crew is continuing to locate and address inflow and infiltration (I&I) in the DARA treatment plant service area by replacing manhole frames and covers and grout sealing, and just finished the Downing Ridge development. In addition, the system was flushed in that area. Mr. Gill also reported the Wastewater crew met with staff at the Preserve at Milltown to review the manhole frames and covers in need of attention within the complex, which is private. The Preserve staff will be meeting with their contractor to coordinate the repairs, requested to be completed by the end of October. However, additional time may be needed in order for them to schedule with their contractor, thus an extension may be requested through the end of November. Mr. Gill added more manhole lids are on order, with it being planned to replace several on Route 340 between G.O. Carlson Boulevard and the Thorndale Inn. He also reported the Department will be assisting with the distribution of trash carts beginning October 13th.

Additional Business:

Mr. Contento opened discussion with the Board inquiring of their interest in the potential transfer of management of the trash and recycling program to the Authority, currently supervised by the Board of Commissioners. Mr. Prowant pointed out recent Board of Commissioners decisions included a new trash contract and purchase of trash carts, with the program currently in an operational phase. It was noted the program is fee based and not for profit, similar to the operation of the sanitary sewer system which the Authority currently manages. After discussion of what this would entail, the Board agreed that they were in favor of this transition should the Board of Commissioners approve, and a prior letter of interest would be updated and forwarded to the Board of Commissioners for their consideration.

Adjournment:

There being no further business, Mr. Contento motioned to adjourn the meeting at 8:45 p.m. Mr. Tompkins seconded the motion, with all voting Aye. The next Authority meeting is scheduled for Monday, October 27, 2014.

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

Respectfully Submitted

Mary Kemble Slade, Recording Secretary