

Caln Township Municipal Authority
253 Municipal Drive
Thorndale, PA 19372
Monday December 18, 2023
7:00 PM

Those Present and Absent:

George Chambers – Chairperson (Absent)
Paul Mullin – Vice Chairperson
William A. Schew – Treasurer
Tony DiSario – Assistant Treasurer/Assistant Secretary
Noel Bernard – Secretary
Scot Gill – Wastewater Department Director
Jennylyn Tanedo – Recording Secretary
Ross Bickhart – Gilmore & Associates, CTMA Engineer
Vince Pompo- LambMcErlane, CTMA Solicitor (Absent)

Call to Order

The meeting of the Caln Township Municipal Authority was called to order by Mr. Mullin at 7:00 p.m. The meeting was held in person at the Caln Township Municipal Building Meeting Room located at 253 Municipal Drive Thorndale, Pa and via Zoom. The regular scheduled meeting of the Caln Township Municipal Authority was advertised in the Daily Local News on December 27, 2023, and the agenda was posted on the Caln Township Website and Lobby on December 15, 2023. Copies of the Agenda were made available to the public.

Minutes of the November 20, 2023, Meeting

Mr. Mullin called for additions or corrections to the November minutes. There were none. After discussion, Mrs. Bernard motioned, seconded by Mr. Schew, to adopt the November 2023 minutes, as presented. The vote passed 4.0.

Public Comment

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

Act 537 Plan/ Additional Capacity Update/ Dara Update

Mr. Gill presented to the Board a spreadsheet showing the status of pending projects that will be needing capacity in the future, the 52-week average chart, Dara weekly flow report. Mr. Gill informed the Board that he spoke with Mr. Mays and discussed why they are moving away from the idea of using the Membrane System for the expansion and he stated that Mays said that some of their concerns are that with a more advanced controls and electrical system and how their operators will be able to adjust, very difficult to clean, very limited when it comes to flood control, and if they decided to go the route of Membrane System and things didn't work out with it, they could never go back to a conventional system without replacing tanks. Mr. Gill added that according to Mr. Mays the Membrane System is designed mostly for smaller systems and has very little use on the larger plants in the US.

I/I Reduction Program

Mr. Gill informed the Board that the Caln Interceptor Phase 5 CAL-01-22 with Standard Pipe Services, LLC (Insituform Technologies) has been completed and the Gilmore is currently working on finalizing punch list items, payment requests and project closeout. Mr. Gill presented to the Board the 1st payment request from Standard Pipe Services, LLC (Insituform Technologies) for Contract# CAL-01-22 in the amount of \$35,160.30. After discussion, Mr. DiSario made a motion, seconded by Mrs. Bernard, to recommend to the Board of Commissioners to authorize the release of Standard Pipe Services, LLC. (Insituform Technologies). 1st Payment request for Contract # CAL-01-22 in the amount of \$35,160.30 contingent that all work is completed to the satisfaction of the authority engineer. The vote passed 4.0.

Mr. Gill presented to the Board the Award Recommendation letter and the Bid Tabulation from Gilmore for the 2024 Grouting Project CAL-01-23. Mr. Bickhart recommended that the contract be awarded to Sewer Specialty Services Company, Inc. in the amount of \$141,622.50 for the base bid. After discussion, Mr. Schew made a motion, seconded by Mr. DiSario, to award the 2024 Grouting Project CAL-01-23 to Sewer Specialty Services Company Inc. in the amount of \$141,622.50 for the base bid and to authorize the CTMA Chairperson to sign all required documents pertaining to the contract once the signed contract is received back from the contractor, reviewed, and approved by the CTMA's Solicitor and Engineer. The vote passed 4.0.

Willows at Valley Run Project Update

Mr. Gill informed the Board that on June 22, 2022, the Authority entered into a Sewer Construction Financial Security Agreement and Performance Bond with Willows at Valley Run, LLC Phase 1 who agreed to post a Performance Bond in the sum of \$127,739.37 representing 110% of the cost of the Phase 1 Sewer Improvements as set forth in the Agreement. The Agreement states that the developer may request a reduction of the Performance Bond, as the developers completes various segments of the sewer improvements, and the design engineer of the sewer improvements certifies to the Authority engineer that the sewer improvements have been completed in accordance with the Plan. Mr. Gill added that the developer agrees to allow the conversion of the Performance Bond to maintenance security in the amount of fifteen percent (15%) of the cost of the Off-Site Sewer Improvements to be offered for dedication to the Authority. Mr. Gill presented to the Board the Willows at Valley Run Performance Bond No.30151172 Certificate of Partial Completion that would need to be signed by the Chairperson. After discussion, Mr. DiSario made a motion, seconded by Mrs. Bernard to authorize the Chairperson to sign the enclosed Certificate of Partial Completion for the Phase 1 Bond Reduction in the form as presented and authorize the reduction of Sanitary Sewer Phase 1 Performance Bond by \$123,154.25. The vote passed 4.0.

Mr. Gill Informed the Board that April 12, 2023, the Authority entered into a Sewer Construction Financial Security Agreement and Performance Bond with the Willows at Valley Run, LLC. Phase 2 who agreed to post a Performance Bond in the sum of \$85,121.36 representing 110% of the cost of Phase 2 Sewer Improvements as set forth in the Agreement. The agreement states that the developer may request a reduction of the Performance Bond, as the developer completes various segments of the sewer improvements, and the design engineer of the sewer improvements certifies to the Authority engineer that the sewer improvements have been completed in accordance with the Plan. Mr. Gill presented to the Board the Willows at Valley Run Performance Bond No.30151178 Certificate of Completion that would need to be signed by the Chairperson. After discussion, Mr. Schew made a motion, seconded by Mrs. Bernard to authorize the Chairperson to sign the enclosed Certificate of Completion for the Phase 2 Bond Reduction in the form as presented and authorize the reduction of the Sanitary Sewer Phase 2 Performance Bond by \$85,121.36. The vote passed 4.0.

2024 Professional Consultants Rate Schedule

Mr. Gill presented to the Board Resolution 2023-4-CTMA, adopting the 2024 schedule of fees for the Authority's Professional Consultants. After discussion, Mr. Schew made a motion, seconded by Mr. DiSario, to adopt Resolution 2023-4-CTMA adopting the 2024 schedule of fees for the Authority's Professional Consultants. The vote passed 4.0.

Mr. Gill recommended to the Board extend the Caln Township Municipal Authority's General Engineering Consulting Agreement, dated December 16, 2013, with Gilmore & Associates, Inc. until December 31, 2024. After discussion, Mr. Schew made a motion, seconded by Mrs. Bernard to extend the Caln Township Municipal Authority's General Engineering Consulting Agreement, dated December 16, 2013, with Gilmore & Associates, Inc. until December 31, 2024. The vote passed 4.0.

Mr. Gill recommended to the Board to retain Hydraterra Professionals, LLC. for special projects at their proposed 2024 rate schedule and to extend Caln Township Municipal Authority's General Engineering Consulting Agreement with Hydraterra Professionals, LLC. Until December 31, 2024. After discussion, Mr. DiSario made a motion, seconded by Mr. Schew, to retain Hydraterra Professionals, LLC. For special projects at their proposed 2024 rate schedule and to extend Caln Township Municipal Authority's General Engineering Consulting Agreement until December 31, 2024. The vote passed 4.0.

Financials; Sewer Fund

Mr. Gill reviewed the sewer financial summary and the revenues and expenditures for the Sewer Operating Fund for the month of November 2023 and the balances in Act 57 and Sewer Capital Funds. After discussion, Mr. DiSario made a motion, seconded by Mr. Schew, to accept the November financials, as submitted. The vote passed 4.0.

Penalty Waiver Request Update

Mr. Gill presented to the Board the 2023 summary of penalty waiver request from the finance department. Mr. Gill informed the Board that no penalty waiver requests were made for the month of November.

2024 Draft Rate Resolution

Mr. Gill presented Resolution 2023-5-CTMA establishing the sewer rates effective January 1, 2024, and approving the 2024 Operating, Act 57 and Capital Fund budgets. The resolution proposes an increase in sewer rates. Mr. DiSario made a motion, seconded by Mrs. Bernard adopting Resolution # 2023-5-CTMA effective January 1, 2024. The vote passed 4.0.

Director's Report

Mr. Gill discussed his Director's Report and noted a list of current projects which the Department is working on and their progress.

Adjournment

There being no further business, Mr. DiSario made a motion, seconded by Mrs. Bernard, to adjourn the December 18, 2023, meeting at 8:05 pm. The vote passed 4.0.

Respectfully Submitted


Jennylyn Tanedo,
Recording Secretary

