

**Caln Township Municipal Authority**  
**Monday September 28, 2015**  
**7:00 PM**

**Those Present:**

Paul Mullin, Chairperson  
Robert Tompkins, Vice Chair  
John D. Contento, Treasurer  
George Chambers, Assistant Treasurer/Assistant Secretary  
Jim Kruse, Secretary – Absent  
Gregory Prowant, Township Manager  
Scot Gill, Director  
Denise Miller, Recording Secretary  
Bill Dingman, P.E., Gilmore & Associates, CTMA Engineer

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

**Minutes of the August 24, 2015 Meeting**

Mr. Mullin inquired if there were any additions or corrections to the August minutes. There were none. Mr. Contento motioned, seconded by Mr. Tompkins, to adopt the August 24, 2015 minutes as presented. Vote passed 4-0.

**Public Comment**

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

**Clarelyn Subdivision Dedication**

Mr. Gill noted he is working on the process to get the paperwork for Clarelyn sanitary sewer and easements completed. Most legal documents are completed and everything should be completed by October. Mr. Gill also noted Mr. Dingman's comments are included in tonight's package. Mr. Contento asked about the trees that are planted closer than 10 feet, which are on private property. Mr. Gill noted Rouse Chamberlin will remove and adjust the ones planted by them.

**Dogwood Lane/Scott Drive Sewer Improvements Project Update**

Mr. Gill noted staff videotaped the old cap sewer line but cannot find the end caps to the laterals. They are assuming they go pretty far up and do not know where they land on the properties. They also had to remove sand and will videotape them again to make sure everything was cleaned out. Mr. Gill also noted they mapped it out for the survey crews to pick up the lateral stubs.

Mr. Dingman noted he and Mr. Gill walked the proposed sewer route, along the PECO easement, and believe it is a viable route. Mr. Dingman also noted he prepared a Sketch Easement Plan which Mr. Gill forwarded to Mr. Pompo to see if he concurs. Mr. Gill noted Mrs. Camp's September 4 letter where she is working with Orleans to connect the sewer line for public sewer to houses along Blackhorse Hill Road.

Mr. Reymos asked the Board if they were ready to do a motion on the five year tie in extension. The Board replied they cannot vote yet but there is a consensus in favor of the five year extension to tie in. Mr. Gill explained the Board cannot do a resolution for this until towards the end of the project.

Mr. Dingman noted he will verify PECO easements with Mr. Pompo, he would also like to start surveying in October. After further Board discussion, Board consensus was to proceed with the initial 54 homes in the project.

Mr. Gill noted the legal budget provided by Mr. Pompo and explained that Mr. Dingman will do the easement packages and give the information to staff to fill in the documents. Mr. Pompo will verify the documents and do a title search. This should help with the legal costs. Mr. Gill asked the Board if they wanted to do a "not to exceed" price for Mr. Dingman's cost of \$500.00 per easement, with staff administrative work the cost will be reduced and Mr. Pompo's legal fee of \$30,000.00. The Board directed Mr. Gill to contact Mr. Pompo and get a fee for doing the title search and review of the easements, recognizing the

staff administrative work that will be done. Mr. Gill presented the Board with a Dogwood/Scott Drive Sewer Extension Project Act 33 Fund spread sheet, keeping log of expenses.

### **Municipal Drive Pump Station Update**

Mr. Gill presented Mr. Dingman's August 26, 2015 Municipal Drive Pump Station Force Main Update, and pointed out items 2 and 3 for Board discussion. Item 2. The plans call for a 1,500 gallon chemical feed tank at the pump station to control odor. The manufacturer and Mr. Dingman recommend a larger tank based on their analysis, they believe a full 1,500 gallon tank would last roughly 18 days during the summer and recommend installing the next size tank of 2,000 gallons. Mr. Contento made a motion, seconded by Mr. Chambers, that the design of the pump station be modified to increase the height by 2 courses of block, approximately 16" and that the chemical storage tank increase in size from 1,500 gallons to 2,000 gallons. Resident Bob Reymos had questions on the motion. Vote passed 4-0.

Item 3. The current manufacturer of the submersible pumps used in the pump station is KSB. Staff would like to re-evaluate this selection and consider other manufacturers. After Board discussion, Board consensus was to direct staff to do research on large KSB users, and table this proposal pending additional information.

Mr. Gill noted they are in the process of working with Mr. Pompo through all the required documents for the Zoning Hearing Board. Mr. Gill also noted that Mr. Dingman brought a set of plans and a testimony for the wetlands and the flood plan tonight that he will forward to Mr. McClintock and Mr. Reczek. Mr. Gill requested a motion that the Board sign the final easement documents for Royal Paper. Mr. Contento made a motion, seconded by Mr. Tompkins, to accept the Confirmatory Permanent and Temporary Access Easement Agreement between Caln Township Municipal Authority and DSA Partners, LP, and authorize the Chairman to sign said document. Vote passed 4-0.

Mr. Gill noted he spoke with the owners of 2220 Miller Avenue on Friday where the owners asked for assistance in working with their mortgage company. Mr. Gill also noted Mr. Pompo developed a package along with a release form for the owners of the property to sign, so the mortgage company can correspond directly with him.

After Board discussion, it was the Board's consensus to accept \$1.00 easement for both the Golf Course and G.O. Carlson with no ties to the road opening fees.

Mr. Gill offered a not to exceed price of \$3,000.00 for Gilmore & Associates to prepare and attend the Zoning Hearing Board regarding the Municipal Pump Station. Mr. Contento made a motion, seconded by Mr. Tompkins, to approve an expenditure to Gilmore & Associates for a not to exceed price of \$3,000.00 for their work associated with the Municipal Pump Station Zoning Hearing Board. Vote passed 4-0.

### **2016 Budget Presentation**

Mr. Gill presented the 2016 budget, with no changes from the August meeting, for Board consideration and to move forward with sending it to the Board of Commissioner's to incorporate with their budget. Mr. Contento made a motion, seconded by Mr. Tompkins, to recommend to the Board of Commissioners to approve the CTMA 2016 budget as submitted. Vote passed 4-0.

Mr. Gill noted currently there is an agreement in place to buy the 177 EDU's on an as needed basis. The Board of Commissioners have discussed breaking that down over a ten year period. Mr. Gill presented a draft payment plan, with zero interest, over the next 10 years for the total of \$553,125.00. Mr. Contento noted he would like an agreement with the Board of Commissioners for the funds to go into a special fund for fire equipment replacement. After Board discussion, Mr. Contento made a motion, seconded by Mr. Chambers, to approve the amended Capacity Purchase Agreement amending the original agreement between the Municipal Authority and the Township on the payment plan for the 177 EDU's. Resident Bob Reymos had questions on the motion. With Mr. Tompkins voting nae, Vote passed 3-1. Mr. Gill noted he will forward this to Mr. Pompo who will coordinated with Mrs. Camp. Mr. Gill also noted he will reflect the change in the 57 budget for next year, once the agreement is officially signed by the Board.

### **Financials; Sewer Operating Fund, Act 57 Fund, and Delinquency Reports**

Mr. Prowant 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 August 2015. Mr. Chambers motioned, seconded by Mr. Tompkins, to approve the financials, as submitted. Vote passed 4-0. 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.

**Account #3472-0 penalty waiver request**

Mr. Gill offered a penalty waiver request for account #3472-0. Mr. Tompkins made a motion, seconded by Mr. Contento, to waive account #3472-0 in the amount of \$10.30. Vote passed 4-0.

**Directors Report**

Mr. Gill presented his August 2015 report and noted current projects which the Department is working on. Mr. Gill noted he completed his course requirements for his recertification for his DEP license.

Mr. Prowant noted \$37,509.48 was in escrow for the Kings Grant Development of which \$8,598.25 was not paid by the Developer. The Township is requesting the Authority pay 63% and the Township pay 37% of the balance remaining. Board consensus was to divide the balance 50% to the Township and 50% to the Municipal Authority, and have staff present their proposal at the next Municipal Authority meeting.

**Adjournment**

There being no further business, Mr. Contento motioned, seconded by Mr. Tompkins, to adjourn the September 28, 2015 meeting at 9:45 PM. Vote passed 4-0.

Respectfully Submitted,

Denise Miller,  
Recording Secretary