

Caln Township Municipal Authority
253 Municipal Drive
Thorndale, PA 19372
Monday December 13, 2021
7:00 PM

Those Present and Absent:

George Chambers – Chairperson
Paul Mullin – Vice Chairperson
William Schew – Treasurer
Tony DiSario – Assistant Treasurer/Assistant Secretary
Noel Bernard – Secretary
Scot Gill – Wastewater Department Director
Kristen Denne – Township Manager (Absent)
Jennylyn Tanedo – Recording Secretary
Ross Bickhart – Gilmore & Associates, CTMA Engineer (Absent)

Call to Order

The meeting of the Caln Township Municipal Authority was called to order by Mr. Chambers at 7:00 p.m. The meeting was held at the Caln Township Municipal Building Meeting Room located at 253 Municipal Drive Thorndale, Pa. The regular scheduled meeting of the Caln Township Municipal Authority was advertised in the Daily Local News on December 28, 2020 and the agenda was posted on the Caln Township Website and Lobby on December 10, 2021. Copies of the Agenda were made available to the public.

Minutes of the October 25, 2021 Meeting

Mr. Chambers called for additions or corrections to the October minutes. There were none. After discussion, Mr. Mullin motioned, seconded by Mr. DiSario, to adopt the October 25, 2021 minutes, as presented. Vote passed 3.0 and 2 Abstained.

Minutes of the November 22, 2021 Meeting

Mr. Chambers called for additions or corrections to the November minutes. There were none. After discussion, Mr. DiSario motioned, seconded by Mrs. Bernard, to adopt the November 22, 2021 minutes, as presented. Vote passed 4.0 and 1 Abstained.

Public Comment

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

I/I Reduction Program

Mr. Gill updated the Board on the Caln Interceptor Repairs Project Phase 4. Mr. Gill stated that the contract bid was opened November 16, 2021. Mr. Gill also stated that Phase 4 project will involve the cleaning, televising and grouting of approximately 2,421 linear feet of 21" diameter gravity sewer and approximately 1,777 feet of 24" diameter gravity sewer. Mr. Gill informed the Board that the bid will also include an Add-Alternate option for testing and grouting of about 1,473 LF of 8" sanitary sewer lines. Mr. Gill also stated that the lowest bidder was Equix Integrity, Inc. in the amount of \$191,777.77 for the base bid and Add-Alternate #1. Mr. Gill presented the Board with the Award Recommendation/Bid Tabulation letter from Gilmore. After discussion, Mr. Schew made a motion, seconded by Mr. Mullin to award the Caln Interceptor Repair Phase 4 Contract# CAL-02-21 to Equix Integrity, Inc. in the amount of \$191,777.77 for the base bid and Add-Alternate #1 and to authorize the CTMA Chairman 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. Vote passed 5.0

Act 537 Plan Additional Capacity Update

Mr. Gill presented a project update spreadsheet showing the status of pending projects that will be needing capacity and a 52 week average chart. Mr. Gill also informed the board that DARA is still temporarily not issuing weekly flow reports due to so many meters down in other municipalities due to Ida.

2022 Professional Consultant Fee Schedule Resolution

Mr. Gill presented to the Board Resolution 2021-4-CTMA, adopting the 2022 schedule of fees for the Authority's Professional Consultants. After discussion, Mrs. Bernard made a motion, seconded by Mr. Schew to adopt Resolution 2021-4-CTMA approving the 2022 schedule of fees for the Authority's Professional Consultants. Vote passed 5.0.

Mr. Gill recommended that the Board extend the Caln Township Municipal Authority's General Engineering Consulting Agreement, dated December 16, 2013, with Gilmore & Associates, Inc. until December 31, 2022. After discussion, Mr. DiSario made a motion, seconded by Mr. Mullin to extend the Caln Township Municipal Authority's General Engineering Consulting Agreement, dated December 16, 2013, with Gilmore & Associates, Inc. until December 31, 2022. Vote passed 5.0.

Mr. Gill recommended that the Board retain Hydraterra Professionals, LLC. for special projects at their proposed 2022 rate schedule and to extend Caln Township Municipal Authority's General Engineering Consulting Agreement with Hydraterra Professionals, LLC. Until December 31, 2022. After discussion, Mr. Schew made a motion, seconded by Mrs. Bernard to retain Hydraterra Professionals, LLC. For special projects at their proposed 2022 rate schedule and to extend Caln Township Municipal Authority's General Engineering Consulting Agreement until December 31, 2022. Vote passed 5.0.

Fernmoor Homes at Downingtown Update

Mr. Gill presented to the Board the Fernmoor Homes Financial Security Agreement and Performance Bond for the Phase 5. After discussion, Mr. Mullin made a motion, seconded by Mr. DiSario to authorize the CTMA Chairperson to sign the Financial Security Agreement and Performance Bond for Phase 5 On-Site Arbor Hills Sewer Improvements in the form as presented. Vote passed 5.0

Financials; Sewer Fund,

Mr. Gill reviewed the sewer financial summary and the revenues and expenditures for the Sewer Operating Fund for the month of October, 2021 and the balances in the Act 57 and Sewer Capital Funds. After discussion, Mr. Mullin made a motion, seconded by Mr. Schew to accept the October financials, as submitted. Vote passed 5.0.

Mr. Gill reviewed the sewer financial summary and the revenues and expenditures for the Sewer Operating Fund for the month of November, 2021 and the balances in the Act 57 and Sewer Capital Funds. After discussion Mrs. Bernard made a motion, seconded by Mr. DiSario to accept the November financials, as submitted. Vote passed 5.0.

2022 Rate Resolution

Mr. Gill presented the Resolution 2021-5-CTMA establishing the sewer rates effective January 1, 2022 and approving the 2022 Operating and Capital Fund budgets. The resolution proposes an increase in sewer rates. Mr. Disario made a motion, seconded by Mr. Mullin adopting Resolution # 2021-5-CTMA effective January 1, 2022. Vote passed 5.0.

Policy for Evaluating Multi-Family Billing Adjustment Request

Mr. Gill presented to the Board the Policy for Evaluating Multi-Family Billing Adjustment Request. Mr. Gill stated that the policy for evaluating billing adjustment requests for multi-family dwellings addresses the Act 43 of 2021 amendment to the Pennsylvania Municipality Authorities Act which allows the owner of a multi-family dwellings to requests a billing adjustment every five year if the amount billed exceeds the usage by 30% or more. After discussion, Mr. Schew made a motion, seconded by Mrs. Bernard to accept the Multi-Family Billing Adjustment Requests policy in the form as submitted. Vote passed 5.0.

Capital Fund Transfer

Mr. Gill informed the Board, as discussed at prior meetings, that it was unknown if we will ever be reimbursed for the cost of DARA's special billing that CTMA payed for the damage to the treatment facility caused by Ida in the amount of \$360,914. Mr. Gill stated that the department was holding up on transferring the capital transfers until we received some feedback from DARA on the status of the reimbursements from their insurance carrier. Mr. Gill stated that he spoke with Mr. Herb Mays on November 29, 2021 and Mr. Mays stated that he is hoping to receive the insurance funds in early 2022, minus copays. Mr. Gill than informed the board that the department would like to proceed with the budgeted capital transfers for 2021. After discussion, Mrs. Bernard made a motion, seconded by Mr. Mullin to authorize staff to proceed with the capital transfers, as budgeted for in the CTMA's approved 2021 budget. Vote passed 5.0.

Penalty Waiver Request Update

Mr. Gill informed the Board that no penalty waiver requests were made for the month of November.

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. Schew made a motion, and seconded by Mrs. Bernard to adjourn the December 13, 2021 meeting at 8:20pm. Vote passed 5.0.

Respectfully Submitted


Jennylyn Tanedo,
Recording Secretary

