

Caln Township Municipal Authority
253 Municipal Drive
Thorndale, PA 19372
Monday December 17, 2018
7:00 PM

Those Present and Absent:

Paul Mullin – Chairperson
George Chambers – Vice Chair
John D. Contento – Treasurer (Absent)
Tony DiSario – Assistant Treasurer/Assistant Secretary
Noel Bernard – Secretary
Scot Gill – Wastewater Department Director
Kristen Denne – Township Manager (Absent)
Jennylyn Tanedo – Recording Secretary
Bill Dingman – P.E., Gilmore & Associates, CTMA Engineer

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

Minutes of the November 26, 2018 Meeting

Mr. Mullin called for additions or corrections to the November minutes. There were none. After discussion, Mr. Chambers motioned, seconded by Mrs. Bernard, to adopt the November 26, 2018 minutes, as presented. Vote passed 3-0 with 1 Abstained.

Public Comment

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

DARA Over Capacity Discussion

Mr. Dingman presented and discussed draft form related to Caln Township Act 537 Plan-2018 Summary, PAWC 2023 Capacity Option, DARA 2023 Capacity Option, 2018 Analysis Assumptions, Act 537 Planning/Implementation (1998-2018) and Flow Capacity Discussion Items. Also presented the map from the 2017 Chapter 94 Map of the service area and a PADEP Chapter 94 projected hydraulic load spreadsheet along with the associated chart.

Dogwood/Scott Drive Project Update

Mr. Gill informed the board that to date we received payment for 39 Full Tapping Fees (34 Connected and 5 Still need connected) and 2 five year extensions granted (Special Part Tapping Fee Paid). Mr. Gill presented signed copies of the Grinder Pump Operation and Maintenance Agreement for the properties that will need signed by the Chairman. Mr. Chambers made a motion seconded by Mr. Disario to authorize the Chairman to sign the Operation and Maintenance Agreement for Grinder Pump System for 1327 Skyline Drive. Vote passed 4-0.

Mr. Gill presented a request letter from Fidelity Contracting to release the final retainage in the amount of \$2,010 in order to close out the project. All the punch list items have been addressed. Mr. Disario made a motion, seconded by Mrs. Bernard to authorize the chairman to release the final retainage in the amount of \$2,010 to Fidelity Contracting in order to close out the project. Voted passed 4-0.

2019 Professional Consultant Resolution 2018-4-CTMA

Mr. Gill presented the board the Resolution 2018-4-CTMA, adopting the Professional Consultants fees for the Authority's Professional Consultants .Mr. Chambers made a motion, seconded by Mr. Disario to authorize the chairman to adopt the 2019 schedule of fees for the Authority's Professional Consultants. Voted passed 4-0.

Then Mr. Chambers made a motion, seconded by Mrs. Bernard to authorize the chairman to extend Caln Township Municipal Authority's General Engineering Consulting Agreement, dated December 16, 2013, with Gilmore & Associates, Inc., until December 31, 2019. Voted passed 4-0.

Mr. Gill presented the copies of the Professional Consultants fees for Hydraterra Professionals, LLC. Mrs. Bernard made a motion, seconded by Mr. Disario to authorize the chairman to retain Hydraterra Professionals, LLC for special projects at their proposed 2019 rate schedule and to extend Caln Township Municipal Authority's General Engineering Consulting Agreement, with Hydraterra Professionals, LLC, until December 31, 2019. Voted passed 4.0.

2019 Budget Resolution 2018-5-CTMA

Mr. Gill presented the Resolution 2018-5-CTMA establishing the sewer rates effective January 1, 2019, with the 2019 Operating and Capital Fund budgets. The resolution proposes no increase in sewer rates. Mr. Chambers made a motion, seconded by Mrs. Bernard to authorize the chairman to adopt the 2018-5-CTMA Resolution effective January 1, 2019. Voted passed 4-0.

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

Mr. Gill 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 November 2018. After discussion Mr. Chambers made a motion and seconded by Mrs. Bernard to approve the November financials, as submitted. Vote passed 4-0.

Mr. Gill reviewed and discussed the current delinquency report for the month of November, reflecting current year accounts past due, prior year's outstanding balances sent to Portnoff Law Associates for collection, and the status of commercial in house collection.

Directors Report

Mr. Gill discussed his November, 2018 department report and noted a list of current projects which the Department is working on, and their progress.

Adjournment

There being no further business, Mr. Chambers made a motion, and seconded by Mrs. Bernard to adjourn the December 2018 meeting at 10:30 pm. Vote passed 4-0.

Respectfully Submitted,

Jennylyn Tanedo,
Administrative Secretary