

Caln Township Municipal Authority
Monday February 22, 2016
7:00 PM

Those Present and Absent:

Paul Mullin – Chairperson
Vacant – Vice Chair
John D. Contento – Treasurer
George Chambers – Assistant Treasurer/Assistant Secretary
Noel Bernard – Secretary
Gregory Prowant – Township Manager
Scot Gill – Wastewater Department Director
Denise Miller – Recording Secretary
Bill Dingman – P.E., Gilmore & Associates, CTMA Engineer

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

Welcome Noel Bernard

On behalf of the Board, Mr. Mullin welcomed Mrs. Bernard to the Authority Board.

2016 Reorganization

Mr. Contento made a motion, seconded by Mr. Chambers, to table the reorganization of the positions until there is a complete Board. Vote passed 4-0.

Mr. Gill recommended appointing Mrs. Bernard to the Secretary position for the purposes of signing documents. Mr. Contento made a motion, seconded by Mr. Chambers, to appoint Mrs. Bernard to the Secretary position. Vote passed 4-0.

Minutes of the December 2015 Meeting

Mr. Mullin inquired if there were any additions or corrections to the December minutes. There were none. Mr. Mullin motioned, seconded by Mr. Chambers, to adopt the December 2015 minutes as presented. Vote passed 2-0 with Mrs. Bernard and Mr. Contento abstaining.

Public Comment

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

Municipal Drive Pump Station Update

Mr. Gill noted a settlement has been reached with the property owners of 2220 Miller Avenue. Documents have been signed and sent to their mortgage company. Once they are received back they can be recorded and any easement costs can be paid. Mr. Gill also noted the Municipal Pump Station received Zoning Approval on February 4, and the Township Planning Commission has made a recommendation to the Board of Commissioners to waive the Land Development process.

Mr. Dingman noted that he received approval of the stormwater calculations, by Jeff McClintock. Mr. Dingman noted he spoke with a flight pump supplier who is putting together a proposed package to review as an alternative to what was specified.

Mr. Gill noted that resident Seth Vattiland of 10 Jason Lane called the Township with concerns on how the pump station will look. He is in attendance tonight to discuss further with the Board. Mr. Gill also noted that he sent the request to Mr. Dingman who reviewed the specifications of what is being proposed for the outside of the building and he verified that it is the stone type veneer and the fence is more of the agricultural fence. Mr. Vattiland stated that he is satisfied with this.

Dogwood/Scott Drive Project Update

Mr. Gill noted Mr. Dingman is working on the lot lines and asked Mr. Dingman to give the Board an update on the project. Mr. Dingman noted there are three recorded plans with the property lines in three different locations so the surveyors had

to go back and find additional pins to bend and twist that arrangement to document a property line. Mr. Dingman also noted that he provided Mr. Gill with the existing property line configurations, however they have not started the design itself per those property lines. They will initiate the design and move ahead with the project.

Mr. Gill noted the project's Sewage Planning Module was mailed and received by the DEP February 18, 2016. He also noted at the Board of Commissioners January 28 meeting they adopted Resolution 2016-03 for the project.

Coatesville Hospital Corp-Private Pump Station O&M Agreement

Mr. Gill presented an Operation and Maintenance Agreement ("O&M") for Private Pump Station between Caln Township Municipal Authority and Coatesville Hospital Corp. for a rehab of their old helicopter hanger. Mr. Gill noted this is in Caln Township and the O&M Agreement is required to take care of any failures that may occur that are not addressed by the property owner. Mr. Contento made a motion, seconded by Mr. Chambers, to authorize the Chairperson to sign the Operation and Maintenance Agreement with Coatesville Hospital Corp. Vote passed 4-0.

2015 Chapter 94 Report

Mr. Gill presented and reviewed the 2015 Chapter 94 Annual Sewage Report which is the yearend report for the sewer system and calculates the flows.

910 Greenwood Circle Extension Request

Mr. Gill presented a sewer connection permit extension request until August 15, 2016 for 910 Greenwood Circle. After Board discussion, Mr. Contento made a motion, seconded by Mrs. Bernard, to approve the requested extension until August 15, 2016 but with a caveat to the homeowner that subsequent extensions, if requested, must be preceded by certification of the compliance of his septic system. Vote passed 4-0.

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 January 2016. Mr. Contento motioned, seconded by Mrs. Bernard, 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.

Penalty Waiver Request – Account #3254-0

Mr. Gill presented a penalty waiver request for account #3254-0. After Board discussion, Mr. Chambers made a motion, seconded by Mr. Contento, to waive the penalty request for account #3254-0. Vote passed 4-0.

Sewer Penalty Waiver Policy

Mr. Gill noted the Finance Department is requesting the approval to be able to waive late sewer penalties for residents who have not incurred a penalty for the last two years, without waiting for Board approval. Mr. Contento noted the Township will have to approve the late penalty for the trash. After Board discussion, by consensus the Board requested staff to establish a procedure for approval at the March meeting. Mr. Gill noted he has audit concerns and he would not like to be the person to sign off on the requests. Also discussed was a Kiosk with computer and keyboard for resident use.

Directors Report

Mr. Gill presented his January 2016 report and noted current projects which the Department is working on. Also, discussed was the sump pump program and moving forward with televised inspections of the main.

Mr. Mullin announced that the April 25, 2016 CTMA meeting will be held at the Thorndale Fire House due to the primary election equipment being set up.

New Member Applications

Mr. Gill introduced two CTMA applicants. Mr. Tony DiSario and Mr. Stephen A. DePedro. Both applicants gave a brief presentation of their qualifications and interest in joining the Board. Mr. Contento noted that the CTMA Board does not make the appointment decision but can make a recommendation to the Board of Commissioners.

Adjournment

There being no further business, Mr. Contento motioned, seconded by Mr. Chambers, to adjourn the February 22, 2016 meeting at 8:15 PM. Vote passed 4-0.

Respectfully Submitted,

Denise Miller,
Recording Secretary