

Caln Township Municipal Authority
253 Municipal Drive
Thorndale, PA 19372
Monday January 22, 2018
7:00 PM

Those Present and Absent:

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

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

Board Reorganization

Mr. Contento made a motion, seconded by Mr. Chambers, to keep the officers the same for 2018. Vote passed 5-0. Mr. Mullin read the officers as follows: Mr. Mullin-Chairman, Mr. Chambers-Vice Chairman, Mr. Contento-Treasurer, Mrs. Bernard-Secretary, and Mr. DiSario-Assistant Secretary/Treasurer.

Minutes of the December 18, 2017 Meeting

Mr. Mullin called for additions or corrections to the December minutes. There were none. Mr. Contento motioned, seconded by Mr. DiSario, to adopt the December 18, 2017 minutes, as presented. Vote passed 5-0.

Public Comment

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

Dogwood/Scott Drive Project Update

Mr. Gill presented an updated budget as of 1/5/2018, an advertisement for the “Notice of completion of Dogwood/Scott Drive Public Sewer Extension”, and Resolution 2018-1-CTMA Charging a Special Purpose Part Tapping Fee (\$4,639.98). By consensus the Board authorized staff to move forward with the “Notice of completion” advertisement of the Dogwood/Scott Drive Public Sewer Extension.

Mr. Contento then made a motion, seconded by Mr. DiSario to adopt and authorize the Chairman to sign Resolution 2018-1-CTMA, Charging a Special Purpose Part Tapping Fee of \$4,639.98. Vote passed 5-0

PA Small Water and Sewer Program Grant

Mr. Gill presented Resolution 2018-2-CTMA for a PA Small Water and Sewer Program grant of \$389,363.75 (85% of overall project cost) towards the engineering, legal additional consulting, and construction of a \$458,075.00 Sewer Extension Project from the Commonwealth Financing Authority, to be used for Granger Lane/Caln Meeting House Road Sewer Extension Project, that proposes utilizing and existing capped and newly installed collection system to serve 33 existing residential properties with public sewer. Mr. Gill also presented a 1/5/2018 updated budget for the project, a Municipal Authority commitment of funds letter, a grant application cover letter, and letters that will be sent to the Municipal Representatives.

Mr. Contento made a motion, seconded by Mr. DiSario to adopt Resolution 2018-2-CTMA, authorizing the Chairman and Wastewater Operations Director, Scot Gill as the officials to execute all documents and agreements between the CTMA and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

Mr. DiSario then made a motion, seconded by Mr. Contento to authorize the Chairman to sign the project cover letter, 3 Representative support letters, and the Authority funds commitment letter.

Marshallton/Thorndale Road Emergency Repair

Mr. Gill updated the Board that on January 18, 2018 the department responded to a sewer emergency at the intersection of Rt. 30 and 340 on Marshallton/Thorndale Road. The contractor that is working on the new traffic lights for the new WAWA site bored across Marshallton Thorndale Road and right through the sewer main and installed 2 conduits. Mr. Gill informed the board that he engaged Propipe to setup a bypass pump and dig up the damaged section and repair, and that the wastewater Crew assisted with the work. Gallagher Septic temporarily performed a pump and haul of the sewer until the bypass pump was up and running. Mr. Gill also informed the board that the repair of the main was completed Saturday January 20 and the contractor is in the process of breaking everything down and all the costs related to the repair is being paid for by the boring contractor.

2018 Relining Project Update

Mr. Gill informed the board that he was currently working with Mr. Dingman to identify the project scope for 2018.

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 December 2017. After discussion Mr. Contento motioned and then seconded by Mrs. Bernard, to approve the December 2017 financials, as submitted. Vote passed 5-0.

Mr. Gill reviewed and discussed the delinquency report 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.

Directors Report

Mr. Gill presented his 2017 Year End department report and noted a list of current projects which the Department is working on and their progress, and projects that were completed in 2017.

Adjournment

There being no further business, Mr. Contento motioned, and seconded by Mrs. Bernard, to adjourn the January, 2018 meeting at 8:15 PM. Vote passed 5-0.

Respectfully Submitted,

Scot Gill,
Director of Wastewater