

**Caln Township Municipal Authority**  
**253 Municipal Drive**  
**Thorndale, PA 19372**  
**Monday January 28, 2019**  
**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  
Jennylyn Tanedo – Recording Secretary  
Bill Dingman – P.E., Gilmore & Associates, CTMA Engineer (Absent)

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

**Board Reorganization**

Mr. Chambers made a motion, seconded by Mr. Contento, to keep the officers the same for 2019. 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 17, 2018 Meeting**

Mr. Mullin called for additions or corrections to the December minutes. There were none. After discussion, Mr. Chambers motioned, seconded by Mr. Disario, to adopt the December 17, 2018 minutes, as presented. Vote passed 4-0 with 1 Abstained.

**Public Comment**

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

**Act 537 Plan/DARA Additional Capacity Update**

Mr. Gill mentioned an update from DARA related to a possible plant expansion and re-rate. He also presented a spreadsheet showing the status of pending projects that will be needing capacity in the future.

**Municipal Pump Station Project Update**

Mr. Gill presented a project update memo and a draft project budget from Gilmore. He also presented an email from Bursich the design engineer recommending that they should meet with the staff & Gilmore to provide some input on the ongoing review and any updates to the design document.

Mr. Gill presented a proposal from Mid Penn Bank that Mr. Wilson obtained and requested that it be shared with the board. The impact for Option B would be approximately \$128 per customer per year and Mr. Gill stated Mr. Wilson is awaiting for additional proposals.

**I/I Reduction Program**

Mr. Gill presented a memo from Gilmore in reference to the findings of Portable and Permanent Flow Meters. Mr. Gill updated the board on the vent/cleanouts program and stated to date the department posted 34 doors for their vents/cleanouts needing to be raised, so they don't accept surface water inflow during rain events. Mr. Gill also stated to date 18 of the 34 have been repaired. The department is continuing to go through the neighborhoods inspecting each properties vents/cleanouts and inspecting and cleaning the seals on the manhole lids. Mr. Gill informed the board that the sump amnesty program is all setup to be mailed as an insert in the next sewer/trash bill at the end of February to each residential customer.

### **Tapping Fee Update**

Mr. Gill presented an email proposal from Gilmore related to updating our current Act 57 Tapping using the 2018 ENR index. Mr. Contento made a motion seconded by Mr. Chambers to authorize Gilmore to proceed with updating the current Act 57 Tapping Fee at a cost of \$4,700. Vote passed 5.0.

### **Dogwood/Scott Drive Project Update**

Mr. Gill informed the board that to date we received payment for 41 Full Tapping Fees (35 Connected and 6 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. Disario made a motion seconded by Mr. Chambers to authorize the Chairman to sign the Operation and Maintenance Agreement for Grinder Pump System for 416 Dogwood lane and 1204 Blackhorse Hill Road. Vote passed 5-0.

Mr. Gill presented signed copies of the Deferred Connection Agreement for the property that will need signed by the Chairman. Mr. Disario made a motion seconded by Mr. Contento to authorize the Chairman to sign the Deferred Connection Agreement for 1331 Skyline Drive. Vote passed 5-0.

### **301 Bondsville Road Project**

Mr. Gill presented signed copies a standard Sanitary Sewer Capacity Reservation Agreement with the required Sanitary Sewer Capacity Relinquishment Exhibit attached and a copy of the Sewer Improvements and Highway Occupancy Permit Agreement that will need to sign by the Chairman. Mr. Chambers made a motion seconded by Mr. Disario to authorize the Chairman to sign the Sanitary Capacity Reservation Agreement and Sewer Improvements and Highway Occupancy Permit Agreement. Vote passed 5.0

### **Amtrak Utility Right-of-Way Crossing**

Mr. Gill presented a letter from Amtrak, a list of the crossings and a copy of Amtrak's Application for License Agreement. He reviewed the list and it appears that there are only 2 sanitary sewer impacts (F766 and F767) and the rest are storm sewers. Mr. Gill also reviewed an opinion from Vince of what he recommended in the past regarding this issue. Staff is currently working on a response.

### **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 2018. After discussion Mr. Contento made a motion and seconded by Chambers to approve the December financials, as submitted. Vote passed 5-0.

Mr. Gill reviewed and discussed the current delinquency report for the month of December, 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 December, 2018 Year End 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. Contento made a motion, and seconded by Mr. Chambers to adjourn the January 28, 2019 meeting at 8:35 pm. Vote passed 5-0.

Respectfully Submitted,

  
Jennilyn Tenedo,  
Administrative Secretary