

MIDDLETOWN TOWNSHIP DELAWARE COUNTY SEWER AUTHORITY
27 N. Pennell Road
Media, PA 19063-4345

CHAIRMAN: Edward Klodarska
VICE-CHAIRMAN/TREASURER: John R. Hanna, III, CPA
ASST. TREASURER: Roland W. Bailey
SECRETARY: Timothy F. Sullivan, Esq.
ASST. SECRETARY: John Grose, Jr., EIT

MANAGER: John R. Ibach
ENGINEER: Walter A. Fazler, P.E.
SOLICITOR: James Flandreau, Esq.

BOARD MEETING HELD ON MARCH 16, 2026

The regular monthly meeting of the Middletown Township Sewer Authority was held on Monday March 16, 2026, at 7:00pm, at the Township Administration Building located at 27 N. Pennell Road.

I. CALL TO ORDER PLEDGE OF ALLEGIANCE TO THE FLAG

Mr. Klodarska, Chairman, called the meeting of the Sewer Authority to order at 7:00 pm and led the recitation of the Pledge of Allegiance to the Flag.

II. ROLL CALL TO ESTABLISH QUORUM

In attendance at the Board meeting were:

Authority members John Grose, John Hanna, Edward Klodarska, and Timothy Sullivan. Mr. Bailey was absent.

Authority Advisors Walter Fazler, Engineer, and James Flandreau, Solicitor.

Authority employees John Ibach, Manager, and Timothy Leaf, I & I Coordinator.

III. APPROVAL OF THE MINUTES OF THE MEETING HELD ON FEBRUARY 17, 2026

Mr. Sullivan made a motion to approve the minutes of February 17, 2026, and Mr. Hanna seconded the motion. The motion carried by a vote of 4–0.

Mr. Sullivan stated that he added a revision to the minutes regarding the Umbrella insurance and a copy of this revision is on everyone's desk this evening.

Mr. Klodarska stated that there will be an executive session following the Board meeting to discuss legal matters.

IV. QUESTIONS AND COMMENTS FROM THE AUDIENCE REGARDING MATTERS NOT ON THIS AGENDA

Mr. David Irving, former member of the MTSA Board, was in attendance. He had no questions. Mr. Klodarska thanked Mr. Irving for his 30 years of service.

V. MANAGER REPORT

Misc. – Mr. Ibach had placed a draft copy of the budget to be reviewed and approved at the April Board meeting. He also placed a copy of the bids received for the N Heilbron and Knowlton Pump Stations Electrical and General Construction contracts which Mr. Fazler will discuss during the engineer's report.

1. 2024 LSA Statewide Grant Application (Fair Acres)

Mr. Ibach stated that DCED received MTSA's signed copy of the Grant Application, and he is in receipt of the Contract and the forms for reimbursement purposes.

2. 2025 PA Small Water & Sewer Program Grant S. Heilbron PS Upgrade

Mr. Ibach will have the Contract documents signed by the Chairman when they are received.

3. MaintainX

Mr. Ibach, Mr. Leaf, and Mr. Fazler met with a representative from MaintainX to review their software capabilities. The program is a reliable and user-friendly system that tracks maintenance schedules, costs, spare parts inventory, and repair history. It will also assist Mr. Fazler in preparing the annual Chapter 94 reports. Mr. Ibach would recommend a contract with 3 users: MTSA, Mr. Fazler and WRE (pump station maintenance contractor). There will be an initial set-up cost in addition to an annual subscription fee. Mr. Sullivan made a motion to authorize MTSA to sign the contract with Maintain X. Mr. Hanna seconded the motion. The motion passed with a vote of 4-0.

4. 35, 36 and 38 War Trophy & 125 Bortondale Road Lateral Replacements

Due to inclement weather, completion of this work is now expected by Friday March 20, 2026.

Misc. – Mr. Sullivan raised a question regarding the SEPTA Bill of Sale and the SEPTA ISAs, as this matter has remained open for several years. Mr. Flandreau will follow up with SEPTA.

VI. TREASURER'S REPORT

1. Payment of Operating Expenses

Mr. Hanna presented the list of paid invoices for the period of February 20, 2026, through March 16, 2026, totaling \$126,235.31. The largest invoice was paid to KBX Golden in the amount of \$34,100.12. Mr. Hanna made a motion to approve the paid invoices, which was seconded by Mr. Grose. The motion carried by a vote of 4-0.

2. Payment of Capital Expenses – Bond Redemption & Improvement Fund (BR&I)

Mr. Hanna reported that Capital Expenses for March 16, 2026, totaled \$50,324.98, withdrawn from the Bond Redemption & Improvement Fund. The largest invoice was payable to HRG in the amount of \$26,575.97. Mr. Hanna made a motion to approve these invoices which was seconded by Mr. Grose. The motion carried by a vote of 4-0.

Misc. – Mr. Hanna reviewed the Income and Expense Report, highlighting key positives and offsets. Mr. Flandreau asked whether chemical costs have increased in the current economic climate. Mr. Ibach replied that a new product is being evaluated as a potential alternative to Bioxide to determine if it can achieve similar results at a lower cost.

Mr. Hanna noted that several accounts receivable balances exceed \$5,000 and inquired whether or not they should be addressed. Mr. Flandreau responded that in past collection efforts, initial letters were effective; however further legal pursuit became cost prohibitive. He cited one property as an example, noting that the Board decided not to pursue collection because of their inability to pay. Mr. Hanna suggested adding a notation to the report to reflect such a decision. Mr. Sullivan asked about the status of Hunter Street outstanding liens, and Mr. Flandreau did not have an update.

Mr. Hanna will be reaching out to Mr. Ibach regarding the two CDs that are maturing on March 27, 2026, and April 28, 2026.

VI. SOLICITOR'S REPORT

1. McCall Heights Easement Acquisitions

Mr. Flandreau will reach out to DCIU's counsel to inquire if they would welcome a virtual or in-person meeting with Mr. Fazler to ease concerns regarding the easement acquisitions. The Board anticipates a lengthy acquisition process before the start of this project.

VII. ENGINEER'S REPORT

1. Paul Lane Pump Station Upgrades/Bid Results

Mr. Fazler received four bids for the general construction of the Paul Lane PS with McKenney Construction submitting the lowest bid in the amount of \$500,250.00. Mr. Sullivan made a motion to award the general construction contract to McKenney Construction. Mr. Hanna seconded the motion. The motion carried with a vote of 4-0.

Mr. Fazler also received two bids for the electrical contract for Paul Lane PS with Brandon Stanton Inc (BSI) submitting the lowest bid in the amount of \$157,290.00. Mr. Sullivan made a motion to award the electrical contract to BSI. Mr. Hanna seconded the motion. The motion carried with a vote of 4-0.

Mr. Fazler will issue the Notices of Award this coming week and anticipates issuing the Notices to Proceed prior to the April Board meeting.

2. N. Heilbron & Knowlton PS Upgrades/Bid Results

Mr. Fazler received five bids for the general construction of the N. Heilbron & Knowlton PS with Cuick Precision Solutions (CPS) submitting the lowest bid in the amount of \$596,943.00. Although he has not worked with CPS before, Mr. Fazler noted that the company has been highly responsive, and based on his discussions with the owner, he is comfortable recommending them.

The owner indicated that, due to another major project scheduled for August 2026, this project would be completed between May and July 2026. Due to the project's proximity to the Grant reimbursement deadline, progress will need to be closely monitored. Mr. Grose made a motion to award the general construction contract to CPS. Mr. Hanna seconded the motion. The motion carried with a vote of 4-0.

Mr. Fazler also received three bids for the electrical construction of these pump stations with AJM Electric, Inc. submitting the lowest bid in the amount of \$249,750.00. He noted that the contract includes an allowance bid item, which is more economical than issuing change orders, and that such allowances are on all of the contracts. Mr. Fazler also stated that AJM's bid will be corrected to address a typographical error which raises his bid to \$294,750.00 which is still the lowest bid.

3. ADJOURNMENT

Upon a motion by Mr. Hanna and seconded by Mr. Sullivan, the meeting was adjourned at 8:00 pm.

Respectfully Submitted,

John Ibach, Manager

Cc: Authority Board and Advisors
Middletown Township Manager
Marcum LLP

The minutes were recorded and transcribed by Mr. Ibach

Approved by: _____

Date: _____

4-20-26