

MINUTES OF THE MEETING
OF THE MIDDLETOWN TOWNSHIP SEWER AUTHORITY, DELAWARE COUNTY,
HELD ON MONDAY APRIL 15, 2024

The regular monthly meeting of the Middletown Township Sewer Authority was held on Monday, April 15, 2024, 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 7:00pm and led the recitation of the Pledge of Allegiance to the Flag.

An executive session was held prior to the start of the meeting to discuss personnel matters.

II. ROLL CALL TO ESTABLISH QUORUM

Authority members Roland Bailey, Edward Klodarska, Robert Scholz, were present. John Hanna and Timothy Sullivan arrived a few minutes late. Authority advisors James Flandreau, Solicitor, and Walter Fazler, Engineer, were present.

Authority employees John Ibach, Manager, and Francis Niermann, I & I Coordinator, were also present.

III. APPROVAL OF MEETING MINUTES HELD ON MARCH 18, 2024

Mr. Bailey made a motion to approve the March 18, 2024, minutes. Mr. Scholz seconded the motion. The motion was carried with a vote of 3-0.

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

No one was in attendance.

V. MANAGER'S REPORT

1. Covid19 ARPA H₂O & PA Small Water & Sewer Grants

Mr. Ibach reported that Mr. Fazler continues work on the engineering design for both Grant projects. Mr. Ibach will submit the first Request for Payment in the near future. A check presentation is scheduled during Middletown Township's upcoming (Wednesday April 17th) Council meeting, State Representatives Lisa Borowski, Leanne Krueger, and Senator John Kane, will be in attendance. Mr. Ibach and Mr. Klodarska will be present for the check presentation.

2. 2024-2025 Draft Budget

Mr. Ibach and Mr. Fazler met and made minor changes to the Draft budget. The revised Draft now reflects 10% above debt service as required by the Bond documents. Mr. Klodarska questioned the difference in the interest income 2024-2025 versus 2023-2024 figures. Mr. Fazler explained that the interest earned on the investments is pledged to the Bond Issue. After further discussions, it was decided that an adjusting entry will be made to interest income for the 23-24 Budget. Mr. Scholz made a motion to adopt the 2024-2025 budget subject to the aforementioned revision. Mr. Bailey seconded the motion. The motion was carried with a vote of 3-0.

3. GPRS Revised Utility Location Proposal

Mr. Ibach stated that a new proposal was necessary due to PADOT's requirement that the work be completed after hours. GPRS submitted a \$7,850 proposal that was significantly lower than the one received from Trinity Subsurface.

4. HRG GIS Services Proposal

Mr. Ibach stated that he has included a copy of HRG's GIS Services proposal in the packets for their review. This proposal is for a cloud based program where data is entered in a user friendly GIS system for all sanitary sewer related work/projects. Mr. Scholz made a motion to approve this proposal. Mr. Bailey seconded the motion. The motion was carried with a vote of 3-0.

5. HRG Grant Administration Proposal

Mr. Ibach stated that he has included a copy of HRG's Grant Administration proposal in the packets for their review. Mr. Hanna made the motion to approve HRG's \$36,000 proposal to manage both Grants. Mr. Scholz seconded the motion. The motion was carried with a vote of 4-0.

6. N. Heilbron PS Repairs

The area has experienced 2 significant rain events since the last Board meeting. Due to the significant amount of I & I at the N. Heilbron Pump Station, pump and haul was required for over 48 hours. Mr. Stuart (HRG), Mr. Niermann, Mr. Ibach and KBX visited the pump station drainage area shortly after the second rain event. During the site visit a camera was introduced into the sewer main located at the head of the pump station. The camera revealed the drop manhole located at the head of the station had separated. The separation seems to have occurred due to soil settlement which caused a crack in the pipe fitting. A significant amount of I & I was discharging directly into the sewer main in the vicinity of the separated pipe. KBX excavated the drop section of the manhole and replaced a segment of the separated pipe. Additionally, the manhole was grouted from the inside. While on site, KBX grouted 3 more manholes located in the cartway of Painter Road. Since this PS will be upgraded soon, Mr. Ibach will monitor the drop manhole/flows during future rain events.

Misc. - Mr. Ibach informed Board members that Mr. Viskosas, Middletown Township Finance Director, will be sending all Board members an email with a cyber security training link. The security training is required if they wish to continue using the Township provided email accounts.

Mr. Ibach also contacted the Graham family to inquire whether they had an interest in purchasing the former Parkmount pump station property. The Grahams have no interest in the property. Mr. Sullivan will reach out to Mr. Luongo to inquire if he is interested in purchasing the property.

Mr. Ibach will be in contact with Mr. Hanna regarding investments with PLGIT.

VI. Treasurer's Report

1. Payment of Operating Expenses

Mr. Hanna presented a list of paid invoices for the period of March 19, 2024, through April 15, 2024, totaling \$105,637.98. The largest invoice is to KBX/Wind River Environmental in the amount of \$34,618.45. Mr. Hanna made a motion to approve these invoices. Mr. Bailey seconded the motion. The Board approved with a vote of 5-0.

2. Payment of Capital Expenses – Bond Redemption and Improvement Fund

Mr. Hanna reported Capital Expenses totaling \$100,164.81 for April 15, 2024. The largest invoice is for KBX/Wind River Environmental in the amount of \$42,918.00. Mr. Hanna made a motion to approve these invoices and Mr. Bailey seconded the motion. The Board approved with a vote of 5-0.

VII. Solicitor's Report

1. MTSA Liens Update

Mr. Flandreau has processed the writs against the three residential properties. The writs have been delivered to the Sheriff for service. He stated that the liened commercial property is closer to sheriff sale. He will inform the Board when that phase is reached to determine how the Board wants to proceed.

2. Baltimore Pike Connector (Upper & Lower) Agreements

Pennell Residential Homeowners Association – Mr. Flandreau received instructions on proceeding with the easement acquisition and anticipates a quick resolution.

Wawa & Granite Farms Estates – The agreement forms are ready subject to Mr. Fazler's comments on the design work before submission to Wawa and Granite Farms Estates.

3. Reserve at Rose Tree Dedication

The dedication form that Mr. Flandreau received from the HOA solicitor is the original agreement which has been superseded by a revised version. The revised dedication documents address the sanitary sewer system construction on this property. Per Mr. Fazler's recommendation, MTSA will need blanket access to the entire property. The roads are private and will not be dedicated to the Township. Mr. Flandreau will continue discussions with their solicitor to resolve this issue.

VIII. Engineer's Report

1. Baltimore Pike Collector Dedication

Mr. Fazler stated that he is waiting on the developer to comply with the dedication requirements and to finish the remaining punch-list repairs.

2. MTSA Lateral Repairs

This repair project is 90% complete. All the cleanouts have been repaired and KBX will be returning to finish the remaining repairs.

3. Chrome Run Interceptor Relocation/Replacement/CCTV

Mr. Fazler will be conducting a cost/benefit analysis report as well as determining

which sections of the Interceptor will have to be re-located, lined and/or (partially) replaced. He will also explore economical methods to complete these repairs. He included his report of all the findings in the packets for the Board's review.

4. Baltimore Pike Collector Connections

Mr. Fazler is in the final design stage and will be working with GPRS as opposed to Trinity on this project. The utility location work will start in approximately two weeks.

5. Paul Lane PS Upgrade

Mr. Fazler stated that an Act 537 plan will be required for this project by the DEP. The 537 Plan will be presented to Middletown Township for approval at their July Council meeting.

IX. ADJOURNMENT

Upon a motion by Mr. Scholz and seconded by Mr. Bailey, the meeting was adjourned at 8:30 pm with a vote of 5-0.

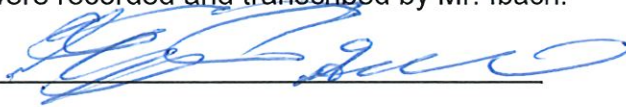
Respectfully Submitted,

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: _____

5-20-24