

MINUTES OF THE MEETING
OF THE MIDDLETOWN TOWNSHIP SEWER AUTHORITY, DELAWARE COUNTY
HELD ON APRIL 18, 2022

The regular monthly meeting of the Middletown Township Sewer Authority was held on Monday, April 18, 2022, at 7:00pm at the Township Administration Building located at 27 N. Pennell Road.

Present were Authority Members: Roland Bailey, John Hanna (arrived late), Edward Klodarska, Robert Scholz (via cell phone), and Timothy Sullivan.

Authority Advisors James Flandreau, Esquire/Solicitor, Walter Fazler, Engineer, and Authority employees John Ibach, Manager, and Francis Niermann, I&I Coordinator, were also present.

• **PLEDGE OF ALLEGIANCE TO THE FLAG**

Mr. Klodarska, Vice-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.

• **APPROVAL OF MINUTES OF THE MEETING HELD ON FEBRUARY 22, 2022**

Mr. Sullivan made a motion to approve the March 21, 2022, minutes. Mr. Bailey seconded the motion. The motion was carried with a vote of 4-0.

Mr. Klodarska announced that there was an executive session prior to the start of the Board meeting to discuss legal matters.

A. Manager's Report

1. 2022-2023 Budget

Mr. Ibach included a draft copy of the Budget in the Board's packets for its review. Mr. Sullivan motioned to approve the 2022-2023 budget as presented. Mr. Scholz seconded the motion. The motion was carried with a vote of 4-0.

2. CCI Easement Closeouts

Mr. Ibach and Mr. Flandreau have made great progress on the easement documents and are hoping to have them finalized in the next few weeks. Mr. Ibach will update the Board at the next Board meeting.

3. UPTSA (Upper Providence Township Sewer Authority) Sanitary Sewer Invoicing

Mr. Ibach received an updated number of EDUs from UPTSA. MTSA has billed UPTSA for their first quarter and payment was received today, April 18th. Mr. Ibach will be working with Ms. Schreiber over the next couple of weeks to figure out all the back-charges from the date UPTSA first connected. Mr. Sullivan is also thoroughly studying the map for any additional or missed EDUs.

4. 50 Vineyard Lane

MTSA received Mrs. Rice's plumber's application and it was reviewed by Mr. Fazler. She also signed and returned the Hold Harmless Agreement. She will be issued an exterior plumbing permit and MTSA will be mailing her a check for the agreed upon amount of \$6,500 to be applied towards the connection of the grinder pump.

B. Treasurer's Report

1. Payment of Operating Expenses

Mr. Hanna presented a list of paid invoices for the period of March 21, 2022, through April 14, 2022, totaling \$84,988.25. The largest invoice is to KBX/WRE (\$26,480.72). Mr. Hanna made a motion to approve these paid invoices. Mr. Bailey seconded the motion. The Board approved with a vote of 5 - 0 with one abstention by Mr. Hanna solely for payment of the KBX/WRE invoice.

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

Mr. Hanna reported Capital Expenses totaling \$44,681.95 for April 18, 2022. The largest invoice is to KBX (\$34,392.15). Mr. Hanna motioned to approve these expenses. Mr. Bailey seconded the motion. The Board approved with a vote of 5-0 with one abstention by Mr. Hanna solely for payment of the KBX/WRE invoice.

Mr. Hanna added that his request for a report comparing actual versus budget 2021 to actual versus budget 2022 is not attainable because the edition of Quickbooks used by MTSA isn't equipped to provide such a report. Mr. Ibach will be looking into this.

Mr. Klodarska questioned why the liability insurance dropped drastically from the previous year. Mr. Ibach clarified that one of the reasons is partially due to the Authority not having major projects going on at this time as in the past few years (Chester Creek Interceptor and CCI III).

C. Solicitor's Report

1. DELCORA/AQUA Acquisition

Mr. Flandreau reported that DELCORA has a newly elected Board and a new law firm it is working with. He is working on establishing good rapport and a good contact person. He stated that MTSA should continue to pay attention to DELCORA's projected annual rate increases of 15-20%.

2. Bortondale Road Pump Station

Mr. Flandreau is still waiting for documents from UPTSA.

3. Sleighton Sewer Improvements Design & Capacity Agreement

Mr. Flandreau stated he will be receiving the revised draft agreement from Mr. Fazler and will be forwarding it to the Developer.

4. Ponds Edge Addendum to Developers Agreement

Mr. Flandreau has drafted an agreement and sent it to the Developer. Once the agreement is approved, MTSA will receive the tapping fees on a date certain (of August or September). When the first building permit is issued, the Developer will be permitted to start their site work prior to receiving the approved agreement. Middletown Township has also given Ponds Edge similar permission to start their site work.

D. Engineer's Report

1. DELCORA I & I Program

Mr. Fazler will be having meetings with DELCORA, its engineers and contractor to review repairs that will require excavation. Mr. Ibach will be notifying property owners

who will be affected by MTSA's lateral repairs. There are approximately 30 laterals that have issues and will need to be dug up and repaired.

2. 685 Rose Tree Road

This homeowner applied for an external plumbing permit and paid his tapping fee to connect to the MTSA public sewer system. At this time, he prefers to install his portion of the sewer lateral and connect as soon as possible due to an on-lot sewage system that failed certification. Because this situation surfaced the day after the March Board meeting date and the homeowner was very motivated, Mr. Fazler and Mr. Ibach obtained authorization from Mr. Scholz and Mr. Klodarska to proceed with the design for this project. He is designing it in a way that will be beneficial for the Authority in the future to be able to extend the line and service the rest of the properties when they are ready to connect. Mr. Fazler will assist the homeowner in preparing and obtaining the required Highway Occupancy Permit from PENNDOT. Rose Tree Road is a state road and PENNDOT does not issue permits to residents when it pertains to utilities. Mr. Ibach stated that MTSA will own the LPSS from this address to the manhole and will accept dedication without any reimbursements for future connections.. Mr. Flandreau will draft an agreement for dedication to MTSA.. Mr. Sullivan motioned to reaffirm Mr. Scholz's and Mr. Klodarska's decision to authorize Mr. Fazler to design the connection at 685 Rose Tree Road. Mr. Hanna seconded the motion. The motion was approved with a vote of 5-0.

3. Chrome Run Interceptor Relocation/Replacement

Mr. Fazler projected a map of all access points on the TV screen and pointed out that they follow along the Interceptor except around the wetlands/retaining wall. The existence of wetlands will require additional easements. He stated that environmental work will be required which includes MTSA getting permits from of the Army Corp of Engineers through a General Permit. He feels the best time to build the access roads is during the winter (heavy frost). They must be built before heavy equipment is brought in to televise the interceptor. He is considering splitting this project into two contracts. One would be for constructing the access roads and the second for the actual televising. Mr. Sullivan suggested to possibly do this project in two segments instead of having one big overwhelming project. Mr. Fazler concurred that it may be the better way to go. Concern was expressed about the duration of the environmental work if the project was to be divided into segments. Mr. Fazler confirmed that environmental work is good for two years which would allow enough time to complete both phases.

4. Baltimore Pike Collector Connections

This was already discussed earlier in executive session.

5. Pump Station Confined Space Entry Abandonment

KBX has been progressing well with the preliminary work at the four pump stations (Blackhorse Lane, Country Village Way, Fair Acres, and Parkmount). As KBX is finishing up, Mr. Fazler is starting on the design work/specs which will eventually be put out to public bid.

6. 119 Glen Riddle Road Repair

Mr. Fazler is waiting to receive the survey. He will then conduct meetings with the Board or committee to figure out the best plan for this repair.

7. Convery LPSS Extension

Mr. Fazler stated that MTSA is working with AQUA who is trying to locate (2) 12"

asbestos concrete water mains located in the cartway of Middletown Road. Not much progress has been made since last month. Mr. Fazler is not too concerned about the timeline since this housing development is not quite ready to connect to public sewer.

8. SCADA – Paul Lane Pump Station

The new Mission system has been received. Mr. Fazler has a meeting scheduled on April 20 with the SCADA consultant to determine what is involved in installing the first SCADA system. If installation goes well, MTSA will continue to install SCADA systems on the rest of the pump stations. Mr. Hanna inquired if there are any supply chain delays. Mr. Fazler stated that there are some minor delays but nothing too significant.

QUESTIONS FROM THE AUDIENCE

No one was in attendance.

ADJOURNMENT

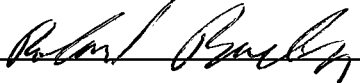
Upon motion by Mr. Sullivan and seconded by Mr. Hanna, the meeting was adjourned at 8:15pm with a vote of 5-0.

Respectfully Submitted,

John Ibach, Manager

Cc: Authority Board and Advisors
Township Manager
S.W.D.C.M.A.
DELCORA

The minutes were recorded by Mr. Ibach and transcribed by Ms. Tierney.

Approved:  Date: 5/16/2022