

MINUTES OF THE MEETING
OF THE MIDDLETOWN TOWNSHIP, DELAWARE COUNTY SEWER AUTHORITY
HELD ON OCTOBER 18, 2021

The regular monthly meeting of the Middletown Township Sewer Authority was held on Monday, October 18, 2021, at 7:00pm at the Township Administration Building located at 27 N. Pennell Road.

Present were Authority Members: Roland Bailey, John Hanna, Edward Klodarska, Robert Scholz, and Timothy Sullivan.

Authority Advisors James Flandreau, Esquire, Solicitor, Walter Fazler, Engineer, and John Ibach, Manager, were also present.

• **PLEDGE OF ALLEGIANCE TO THE FLAG**

Chairman Sullivan 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 September 20, 2021**

Mr. Scholz made a motion to approve the September 20, 2021, minutes. Mr. Bailey seconded the motion. The motion was carried with a vote of 5-0.

A. Manager's Report

1. Bortondale Road Pump Station

Mr. Ibach stated that a copy of the correspondence sent to Upper Providence Township Sewer Authority (UPTSA) is included in the packets. He received an email from Mr. Spielman (UPTSA manager) today, October 18, approving the third quarter sewer bill. Mr. Spielman will let Mr. Ibach know the number of homes in Upper Providence Township that are sending flows to this pump station once he has the figure. Mr. Spielman also requested the number of EDUs that MTSA sends to the pump station. Mr. Sullivan added he would like to share MTSA's Chapter 94 report map (including the redistricting) with UPTSA. In return, he would like MTSA to receive a copy of UPTSA's Chapter 94 report map. Mr. Ibach added that MTSA received the auto CAD plans of the Rose Valley mapping and has forwarded them to Mr. Fazler. Mr. Sullivan requested a copy of the auto CAD mapping.

2. BET Refund

Mr. Ibach explained that BET was being over billed by AQUA and MTSA for the period of March 2019 to March 2021. Aqua had inadvertently left a valve open which resulted in excess meter readings. After reaching out to AQUA and upon review of the AQUA invoices to BET, MTSA is sending a refund check to BET in the amount of \$71,793.75. Mr. Hanna stated that he would like to modify the financials for this amount. He would like the amount categorized under "Other Expense" to reflect the refund versus showing a reduction in this year's revenue since this refund pertains to last year.

3. Ed Klodarska NFP/NEC Electrical Safety Presentation

Mr. Klodarska showed a power point presentation to the group outlining the safety of technicians while working on electrical equipment. Per the NFPA 70E, it requires an arc flash study, risk assessment, short circuit coordination study, PPE selection based upon arc flash study and training of MTSA operators. Mr. Klodarska recommended purchasing a training video and

requiring all MTSA contractors to view it. Mr. Hanna made a motion to authorize Mr. Fazler to solicit quotes from electrical engineering firms that specialize in arc flash studies and short circuitry. Mr. Scholz seconded the motion. The motion was carried with a 5-0 vote. Mr. Flandreau added that MTSA should have quarterly safety meetings to make sure that the Authority always has the necessary safety equipment (hard hats, eye gear) on the truck and discuss safety protocol with Authority employees in general. It was decided to form a safety committee to spearhead this task.

4. Middletown Township Pavilion at Sleighton Park Sewer Connection

Middletown Township constructed a pavilion at Sleighton Park equipped with public restrooms. Mr. Ibach asked the Board how they would like to invoice the Township (residential or commercial). Mr. Sullivan suggested to bill them as residential for now and to start monitoring the water consumption for a year, so MTSA would have a better idea if 1 EDU is sufficient. This can be revisited and modified accordingly at a future date.

5. 2022 Sewer Rates

Mr. Ibach stated he informed Mr. McMullan (Township Manager) about MTSA's 2022 projected sewer rate increase (\$80) and that the Authority will be presenting its proposed rates (commercial/residential) at Council's November 22nd, 2021, meeting.

Misc. – Mr. Ibach updated the Board that there was an obstructed lateral issue on Penn Charter/Black Horse Lane area on Friday October 15th. Several blockages were cleared, and repairs were made to MTSA's portion of the lateral. Mr. Ibach was not able to connect with the homeowners that day to let them know about the sag in their portion of the lateral. He will try to contact them again regarding this repair.

B. Treasurer's Report

1. Payment of Operating Expenses

Mr. Hanna presented a list of paid invoices for the period of September 20, 2021, through October 15, 2021, totaling \$183,554.15. The largest invoice is to BET Granite Run (\$71,793.75) for last year's sewer rental overpayment. 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 the payment of the KBX/WRE invoice (39,640.36).

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

Mr. Hanna reported Capital Expenses totaling \$21,658.03 for October 18, 2021. The largest invoice is to Bradford Engineering (\$20,158.03). Mr. Hanna motioned to approve these expenses. Mr. Scholz seconded the motion. The Board approved with a vote of 5-0.

Misc. – Regarding the capital expenditures, Mr. Hanna stated that if it's possible to obtain contingencies for Knowlton Road, McCall Heights and Chrome Run updates to make sure MTSA has coverage. Mr. Fazler stated he will meet with Mr. Ibach to review and update the Board at November's meeting.

C. Solicitor's Report

1. DELCORA/AQUA Acquisition

No change since last month. It is still in a holding pattern. Mr. Flandreau suggested to plan for yearly increases in DELCORA sewer rates as it was discussed earlier until a decision is reached.

2. Arbor's Deed of Dedication

Mr. Ibach has received the final approved documents. The last of the invoices will be approved during today's meeting. Once all outstanding invoices are paid, Mr. Flandreau will be recording the Documents at the County Courthouse.

3. PA-1-Call Indemnification

Mr. Flandreau will be sending this document to Mr. Fazler's insurance carrier for review. He should be able to formalize the agreement by November's Board meeting.

Misc. – Mr. Sullivan inquired about the Convery authorization for the low-pressure force main system and whether Mr. Ibach had reached out to the two owners. Mr. Ibach concurred and is waiting to hear back.

Pennell Place – Mr. Ibach also informed the group he will be sending the Board president of Pennell Place drawings of the proposed Fair Acres force main prior to his meeting with their Board.

D. Engineer's Report

1. Darlington Valley Pump Station (DVPS)

Mr. Fazler stated the pump station is up and running since Thursday October 14, 2021. The most challenging part was the coordination and configuration of the SCADA system. There were also some minor kinks that are being worked out. Daily flow reports are now accessible.

2. DELCORA I & I Program

This project is progressing at a reasonable pace. The current contractor is finishing the first category of the work. Once done, Mr. Fazler is hoping that this contractor will provide MTSA with a fair estimate to complete repairs (via change order), so the Authority would not have to go out to bid. The same applies to the third phase. Mr. Fazler is working through this with DELCORA..

3. Overview of Planning for Dutton Mill Interceptor (DMI)

Mr. Fazler is continuing to evaluate capacity on this Interceptor. He will not make any recommendations until he has fully assessed the system.

4. Chrome Run Interceptor Relocation/Replacement

Mr. Fazler stated that project layout, CAD work, and internal work design have been started. Once foliage has fallen, he will start looking at identifying access points to figure out where the relocation of the interceptor will be.

5. Baltimore Pike Collector Connections

Mr. Fazler stated that he and Mr. Ibach have done the preliminary design for the two force main crossings, and he has identified most utilities' locations per the information received. At this time, he has received estimates of \$80,000-\$100,000 for the Wawa-Granite Run Connection and \$120,000 for the Fair Acres connection. They will be meeting with Wawa in the next two weeks to review their findings and proposals. Mr. Fazler and Mr. Ibach will update the Board at November's meeting.

6. Confined Space Entry Abandonment

Mr. Fazler stated after discussions with Mr. Ibach and outside consultant, it was decided to recycle as much of the materials as possible (piping, metals, etc.). This process is

environmentally friendly and will deter any future criticism by anyone concerning disposal of scrap metals. He is recommending January as the award month for this project.

7. LPSS for Convery Project

Mr. Fazler received two informal quotations for the MTSA owner section of the low-pressure interceptor.. The first one from McKenney Construction in the amount of \$20,999 and the second from Botella Construction in the amount of \$12,500. Since these bids are below the \$21,000 threshold for public bidding requirements, the contract can be awarded to the low bidder. However, Mr. Fazler is recommending the postponement of the bid award because MTSA still needs to obtain a few easements and is several months away from starting this project.

8. Ponds' Edge

Mr. Fazler stated this pump station is now operational and he has given the builder the go-ahead to start connecting the laterals to MTSA's sewer line.

Misc – Mr. Sullivan commended Mr. Ibach on the great job he did handling the Franklin Mint Station new sanitary sewer connections.

QUESTIONS FROM THE AUDIENCE

No one was in attendance.

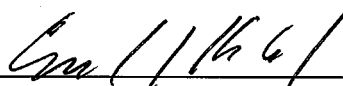
ADJOURNMENT

Upon motion by Mr. Sullivan, the meeting was adjourned at 9 pm.

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: 11/15/21