

MINUTES OF THE MEETING
OF THE MIDDLETOWN TOWNSHIP, DELAWARE COUNTY SEWER AUTHORITY
HELD ON DECEMBER 20, 2021

The regular monthly meeting of the Middletown Township Sewer Authority was held on Monday, December 20, 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, John Ibach, Manager, and Fran Niermann, I & I Coordinator 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.

Chairman Sullivan stated that there was a brief executive session prior to the Board meeting to discuss a real estate matter.

• **APPROVAL OF MINUTES OF THE MEETING HELD ON November 15, 2021**

Mr. Scholz made a motion to approve the November 15, 2021, minutes. Mr. Klodarska seconded the motion. The motion was carried with a vote of 5-0.

A. Manager's Report

1. Arc Flash Study Proposal

Mr. Ibach referred to Mr. Fazler's correspondence (in packets) regarding this proposal. The proposal is for \$25,000. Mr. Klodarska added that there may be some additional expenses after the initial stage is completed. This will be addressed when necessary. Mr. Klodarska motioned to approve the \$25,000 Arc Flash Study proposal. Mr. Bailey seconded the motion. The motion was carried with a vote of 5-0.

2. DELCORA 2022 Treatment Rates & MTSA Sewer Rates

Mr. Ibach stated that DELCORA sent notice that for 2022 the sanitary sewer treatment rate for MTSA was set at \$4.33 per thousand gallons. He explained the flow is budgeted at 602,250 thousand gallons for the year, for a total budgeted charge of \$2,607,743. The flow works out to 1.65 million gallons per day. Mr. Scholz added that he will continue to study flow rates and feels that despite DELCORA's rate increase, MTSA will be financially fine since it also raised its 2022 rates. Mr. Ibach added that Middletown Township Council passed MTSA's ordinance No. 839 increasing the Authority's 2022 sewer rents from \$550 to \$630.

3. CCI Easement Close outs

Mr. Ibach stated that he has been working with Mr. Fazler and Mr. Flandreau on closing out all the outstanding easements for the CCI project. Once all the easement documents are finalized, they will be recorded at the Delaware County recorder of deeds. He informed Council that Phase I & II have been completed and recorded at the Recorder of Deeds. He is hopeful that Phase III will be completed and recorded within the next month.

4. Health Insurance Renewal

Mr. Ibach stated that the Authority's monthly premium is \$2,080.82 per employee totaling \$6,242.46 (3 employees). This translates into \$74,909.52 in yearly premium. In the past, the employee's yearly contribution has been about 6%. Mr. Ibach stated that he wanted to present both options in case the Board had any questions. Mr. Scholz added that these figures are quite different from the ones discussed with Mr. Ibach during the Agenda meeting. Mr. Flandreau stated that Ms. Schreiber's personnel file should have a letter signed by her stating that she was offered MTSA medical insurance and has declined it.

B. Treasurer's Report

1. Payment of Operating Expenses

Mr. Hanna presented a list of paid invoices for the period of November 15 through December 17, 2021, totaling \$134,931.77. The largest invoice is to KBX/WRE (\$46,456.97). Mr. Hanna made a motion to approve these paid invoices. Mr. Scholz 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 (46,456.97).

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

Mr. Hanna reported Capital Expenses totaling \$71,783.65 for December 20, 2021. The largest invoice is to Cedar Electric (\$28,352.50). Mr. Hanna motioned to approve these expenses. Mr. Bailey seconded the motion. The Board approved with a vote of 5-0.

Misc. – Mr. Hanna requested a financial report from Mr. Ibach that compares 2020 to 2021 figures. He is preparing a year-to-date comparative.

Mr. Sullivan brought up a correction to be noted on the Profits & Loss Report under expenses - first line item. Line should read "Lease Rental Series 2021" and not 2016.

Mr. Klodarska posed the question about where the Year-To-Date tapping fees would be found on the financial reports. Mr. Hanna answered that there isn't a specific breakdown of this. The Board was interested in knowing this figure with all the construction taking place in the township. Mr. Fazler stated that could easily be added.

C. Solicitor's Report

1. DELCORA/AQUA Acquisition

No change since last month.

2. Bortondale Pump Station

Mr. Flandreau stated that the draft paperwork to transfer MTSA's rights on the easements were sent to Upper Providence Township Sewer Authority and is being reviewed by Mr. Pinto, Authority Solicitor, and James Kelly, Authority engineer. He is waiting to hear back in case any revisions are necessary.

3. LPSS Extension for Convery/Easements

Mr. Flandreau stated all legal and easement paperwork, and plans are in Mr. Ibach's possession for review. Mr. Ibach will be ready to start seeking signatures shortly and he hopes this will be executed by early January. This timeline will be ahead of construction of the proposed homes.

D. Engineer's Report

1. Darlington Valley Pump Station (DVPS)

Mr. Fazler stated that this project is complete. Final payment is included in this evening's accounts payables for approval and is contingent upon submission of some additional paperwork. Once all required documents are received, the payment will be released to the contractor.

2. DELCORA I & I Program

Mr. Fazler stated he will be working with DELCORA's engineer to plan out the remainder of the repair work (in place pipe repairs and excavation/repair of sewer system) that will be paid for with the remainder of DELCORA'S allotted funds for this project. He will have more information to report at January's Board meeting.

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

Mr. Fazler is still evaluating the condition of the Interceptor located under the landfill and is waiting to receive the CCTV footage from KBX for further analysis. He will update the Board at next month's meeting.

4. Chrome Run Interceptor Relocation/Replacement

Mr. Fazler stated that the survey work is 100% complete. He is evaluating access points to the Interceptor and will have more updated information at January's Board meeting.

5. Baltimore Pike Collector Connections

Mr. Fazler and Mr. Ibach will be meeting with Wawa and Granite Farms Estates to discuss their force main connections to the Baltimore Pike Collector. Both entities' pump stations are antiquated and will need to be upgraded soon. Mr. Fazler provided them with information for connection points and both Wawa and Granite Farms Estates seem very interested. Mr. Fazler added that he suggested both Wawa and Granite Farms should work together to tap into the Collector. Mr. Sullivan threw out an idea to the Board suggesting – what if there is a possibility of MTSA accepting dedication of either Wawa or Granite Farms Estates force mains, would either of these entities want to take on Thomas Chevrolet's (upon connecting) or Rocky Run Y's flows (to be diverted from Fair Acres). Mr. Fazler stated that this is a very interesting idea and will have to be discussed further internally prior to approaching Wawa or Granite Farms Estates.

6. Pump Station Abandonment Project

Mr. Fazler stated that as he was preparing bid specifications for the abandonment of the four pump stations (Blackhorse Lane, Country Village Way, Fair Acres, and Parkmount), he and Mr. Ibach decided that the easiest and most economical way to pursue this project was to select KBX to do the different categories of work necessary to properly abandon these pump stations. Included in the Board's packet is a \$35,000 proposal from KBX to execute all the necessary work. Mr. Fazler stated that this price is very fair and recommended to proceed with KBX for the pre-abandonment work for these pump stations.

7. LPSS for Convery Project

Mr. Fazler did not have much to add to the Solicitor's report on this topic. However, at this point, he felt that the bid should be awarded to Botella who was the lowest bidder (\$12,500). Mr. Scholz made a motion to award Botella construction for the job of extending the low-pressure sanitary sewer from the manhole at Granite Run Mall entrance and 352 to the Convery property. Mr. Hanna seconded the motion. The Board approved with a vote of 5-0.

8. MTSA 3-year O & M Construction Bid Requests

Mr. Fazler stated he is still in the process of evaluating options for the authority and is not ready

for bid solicitation at this time for a new contract starting January 1, 2022. He recommended to the Authority to request a 30-day extension of the current contract with KBX/WRE. Mr. Bailey motioned to authorize Mr. Ibach to request a 30-day extension on the current contract with KBX/WRE. Mr. Scholz seconded the motion. The Board approved with a vote of 4-0 with one abstention by Mr. Hanna.

QUESTIONS FROM THE AUDIENCE

No one was in attendance.

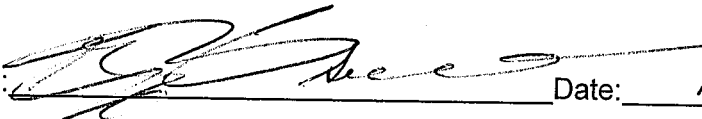
ADJOURNMENT

Upon motion by Mr. Sullivan, the meeting was adjourned at 7:27pm.

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: 1-17-22