

**MINUTES OF THE MEETING**  
**OF THE MIDDLETOWN TOWNSHIP SEWER AUTHORITY, DELAWARE COUNTY**  
**HELD ON AUGUST 15, 2022**

The regular monthly meeting of the Middletown Township Sewer Authority was held on Monday, August 15, 2022, at 7:00pm at the Township Administration Building located at 27 N. Pennell Road.

Authority Members Roland Bailey, Edward Klodarska, and Timothy Sullivan were present. Mr. Hanna and Mr. Scholz attended via zoom.

Authority Advisors Timothy Berger, Esquire, Walter Fazler, Engineer, and Authority employees John Ibach, Manager, and Fran 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 July 18, 2022**

Mr. Sullivan made a motion to approve the July 18, 2022, minutes subject to the two modifications on page 2. Mr. Bailey seconded the motion. The motion was carried with a vote of 5-0.

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

- A. Manager's Report

- 1. 2021-2022 Draft Audit

Mr. Ibach had emailed the draft audit to Board members prior to tonight's meeting. It is not quite complete yet because Mr. Ibach has not prepared the Management Discussion and Analysis (MD&A) report. He will submit this report to Mr. Hanna for his review. Once this is done, it will be sent to Mr. Nepo so he can finalize the audit. Mr. Nepo will be attending the September Board meeting to present the audit. Unfortunately, the audit report may still not be finalized by then if the missing GASB-68 report from PMRS is not received. Mr. Ibach is hoping to receive this report from PMRS no later than December 2022

Misc.- Mr. Hanna posed a question regarding the "other expense" amount on the operating expense report. Mr. Ibach clarified that "other expense" represents MTSA's additional contribution to the retirement fund. He will check into it further and get back to Mr. Hanna.

Mr. Hanna also commented on the Budget versus Actual amount. He stated that since the depreciation amount was excluded out of the total amount, MTSA is under budget.

- 2. CCI Easement Closeouts

Mr. Ibach is hopeful that he, Mr. Flandreau, and Mr. Fazler will be meeting with Septa to close out these documents before September's Board meeting.

- 3. MTSA Sewer Main Repair (Catch Penny Lane)

While clearing out the area near some of the easements, KBX noticed that a section

of the concrete encasement around the 8" Interceptor pipe that is located within a stream channel has washed away due to previous storms. It was necessary for Mr. Fazler to apply to PADEP for an emergency permit prior to KBX beginning the work. The work is tentatively scheduled to begin on Thursday August 11<sup>th</sup> and the work will hopefully be completed by August 16<sup>th</sup>. Mr. Ibach received a call from the president of the community's HOA expressing concern about the health of the root system of two large Poplar trees located in the construction area. He wanted to hold MTSA responsible for any damage that may appear on these trees post repair.. Mr. Ibach advised the caller to send in his concern in writing and MTSA will monitor the two trees for any signs of distress over the next two years. Mr. Sullivan suggested to solicit the opinion of an arborist regarding these trees. Mr. Ibach will reach out to an arborist to get his opinion.

4. Darlington Valley Pump Station (DVPS)

Parts to repair the pumps arrived last week. KBX will be working with Hydra-Numatic/Bob Cornetto and a welder to conduct the necessary repairs. This work will be covered under warranty.

5. Electrical Safety Committee Report

MTSA is in receipt of the revised Arc Flash Study reports. Mr. Ibach and Mr. Klodarska met with KBX representatives to review the straight-line diagrams and reports and to set up a future time for training KBX's employees on safety protocol. Mr. Thompson of KBX will get back to Mr. Ibach with meeting dates. Mr. Ibach stated that all the pump stations have been labeled at this point. However, Mr. Klodarska and Mr. Ibach will be visiting all the pump stations to make sure all components are also labeled because the technicians working on MTSA's pump stations/components are not all electricians by trade. Mr. Ibach and Mr. Klodarska are expecting to hear back from KBX as to how they will proceed with their training of their technicians. Mr. Ibach will update the Board at next month's meeting.

6. Mariner East Reimbursement for broken Force Main

Mr. Ibach stated that this issue took place approximately two years ago when MTSA's force main was broken by Mariner East related work.. Initially, Mariner's opinion was the damage was not directly related to their work. However, thanks to Mr. Flandreau's diligence and hard work, MTSA just received a check for \$11,208.83 to cover this repair.

7. Texas Eastern Agreement

Texas Eastern presented MTSA with a draft agreement to allow them to utilize the Chester Creek Interceptor easement in the vicinity of the Chester Ridley PS to access one of their pipelines to conduct routine maintenance on their Pipeline. The draft is in its final format due to Mr. Berger's and Mr. Flandreau's joint efforts.

Mr. Sullivan would like Mr. Ibach to reach out to Texas Eastern on the status of 119 Glen Riddle Road. if no response, PA One call should be placed to begin the work.

Mr. Sullivan also stated that Williamson college of the Trades had appeared before the planning commission last week and he wanted to know if there was an update on the status of the new dormitories. Mr. Ibach will follow up with the Township.

Mr. Sullivan inquired whether UPTSA paid the invoices for past treatment costs. Mr. Ibach responded in the negative. Mr. Sullivan would like this paid before moving on to revising the existing Bortondale Road pump station agreement between MTSA and UPTSA.

Mr. Ibach did hear back from UPTSA regarding the transfer of the Bortondale Road PS and its existing easements which Mr. Berger (Mr. Flandreau was on vacation during this communication) will be discussing in his report.

## B. Treasurer's Report

### 1. Payment of Operating Expenses

Mr. Hanna presented a list of paid invoices for the period of July 18, 2022, through August 12, 2022, totaling \$117,134.03. The largest invoice is to KBX (\$44,164.88). Mr. Hanna made a motion to approve these paid invoices. Mr. Scholz 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 one Capital Expense totaling \$18,405.39 for August 15, 2022. The largest invoice is to Bradford Engineering (\$10,870.39). The total amount stated is different than the total amount showing as part of the Capital Expenditures in the Board's packets because an expense of \$7,535.00 was added which is payable to CW Sales. Mr. Hanna motioned to approve these expenses. Mr. Bailey seconded the motion. The Board approved with a vote of 5-0.

Misc. Mr. Hanna stated that MTSA transferred the balance of the PLGIT account (\$372,592.19) into a 90-day CD earning a 2.76% interest rate. The reason for the short-term CD is because the federal government is expected to raise interest rates again in October 2022, and he wants the account to be liquid at that time to take advantage of the next increase in interest rates. Mr. Ibach added that the other PLGIT account would have to be reviewed also because the term expires on December 15, 2022, and it's currently earning 1%. However, Mr. Ibach reached out to PLGIT on the existing MTSA accounts and they were unavailable till December 2022 in which case nothing can be changed on these two PLGIT accounts.

In addition, Mr. Hanna stated that he would like to invest the \$163,000 Franklin Mint LPL that's earning .15% and .25% into a different financial instrument.

He also stated that the bank reconciliations have been prepared through June 30, 2022, per the audit recommendations and he has reviewed them.

Lastly, Mr. Hanna referred to the profit & Loss report specifically to lines 1500-02 and 1500-03 (\$922,709.24) which is the total payment for the first semi-annual bond payment. Mr. Ibach clarified that this was already paid because MTSA received the invoice after July's Board meeting and payment was due by August 15<sup>th</sup> (date of the August Board meeting). To meet bond payment obligations, Mr. Ibach notified Mr. Scholz and got approval prior to making the bond payment.

In addition, Mr. Klodarska stated that it was discussed previously that future financial reports will show the amount of received tie-in/tapping fees.

## C. Solicitor's Report (Mr. Berger)

### 1. DELCORA/AQUA Acquisition

No change since last month.

### 2. Bortondale Road Pump Station

Mr. Berger stated that while UPTSA was reviewing the documents and the underlying

easement, reference was being made to a 20 ft sewer easement and not to an easement specific to a pump station. Kelly & Close Engineers was contacted and asked to go through all the easements. K&C does not believe that there is a separate recorded easement that grants MTSA an easement for this pump station. They prepared a legal description and a plan which were forwarded to Mr. Fazler for his review and opinion. If Mr. Fazler there is no pump station easement, communications will begin with Mr. Mancill, the property owner, to secure an easement. Mr. Fazler added that he would like to review this in more depth to determine if a wider easement (diamond shape, radius is 150' and length is 54.57') is necessary per K&C's opinion. Mr. Fazler will examine the CAD drawings once he receives them from K&C and will plot the easement for the Board to better visualize it.

3. Sleighton Sewer Improvements Design & Capacity Agreement

Both Middletown Township and Edgmont Township are pursuing a Grant to purchase this property and turn it into open space. Due to this development, this project is on hold .

4. BET 2<sup>nd</sup> Apartment Complex

BET is preparing to attend the Township's August 22<sup>nd</sup> Council meeting regarding the 2<sup>nd</sup> apartment complex. Mr. Berger stated that an Agreement for additional financial contribution from BET towards a crossing of Baltimore Pike has been prepared and executed.

D. Engineer's Report

1. DELCORA I & I Program

Mr. Fazler is awaiting better priced quotes from contractors for the repair of the laterals, The original quotes he received were very high in his opinion. . He hopes to have a better update at September's meeting.

2. Chrome Run Interceptor Relocation/Replacement

Mr. Fazler has not heard back from the environmental scientist. He had reached out to him today to get an update prior to the meeting. As a reminder, the environmental portion will be conducted in two phases. Once all the environmental work is complete, Mr. Fazler will obtain the permits and assemble the contract documents for the CCTV work.

5. Baltimore Pike Collector Connections

Mr. Fazler is still working with the Board, Wawa, and Granite Farms Estates on diverting flows from the Chrome Run Interceptor to the Baltimore Pike Collector. He hopes to have this worked out in the next few months.

6. Pump Station Confined Space Entry Abandonment

Mr. Fazler received the final report from the geo-technical engineer regarding any settlement that would take place after filling in the dry well at Fair Acres. It was reported that it would be minimal ( $\frac{1}{4}$ "). Mr. Fazler will be able to finalize the contract documents in a couple weeks and will have them ready to post on Penn Bid. He hopes to present the board with a recommendation for award by October's meeting. Mr. Fazler will get back to Mr. Klodarska about the estimated cost of this project.

7. 119 Glen Riddle Road Repair

Mr. Fazler is still waiting on Texas Eastern and the Board as to how to proceed with

the repair of the pipe that is separated in close proximity to the Texas Eastern pipeline. He stated that he will reach out to Texas Eastern one more time before planning to move forward.

### 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: \_\_\_\_\_

9-19-22