

May 24, 2017
7:00 PM

The regular meeting of the Monroe Township Municipal Authority was called to order by Chairman Miller. The Pledge of Allegiance was said.

ATTENDANCE

Kevin Miller, Chairman
Sue Sunday, Vice Chairperson
William Beck, Treasurer
Ronald Eckerd, Secretary

Chris Gleeson, Solicitor
Bill Rudy, Engineer
Karen Lowery, Secretary/Treasurer

PUBLIC COMMENTS - None

MINUTES

On the motion of Ms. Sunday, and seconded by Mr. Eckerd and by unanimous vote of the members it was duly RESOLVED to approve the minutes of the April 19, 2017 regular meeting.

OPERATIONS REPORT

On the motion of Ms. Sunday, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to approve the Operations Reports for April.

FINANCIAL REPORT

Mr. Beck stated that he has looked at the Sewer South cash, figured in the upcoming larger payment due to bonds, treatment and the SMTMA project, then figured in the 2nd quarter sewer payments and we seem to be in good shape.

Mr. Rudy added that the amount of \$157,000 provided was for the original SMTMA plant project. There have been some capital projects and storm water projects that we will also receive bills for. He will work on getting those numbers.

On the motion of Ms. Sunday, and seconded by Mr. Miller, and by unanimous vote of the members it was duly RESOLVED to approve the Financial Report.

LIEN/DEBT REPORT

Mr. Eckerd asked what is going on with account 868. Mr. Gleeson said that we recently learned this person is deceased, so they are working on how to approach this and what steps to take.

Ms. Lowery added that since this report was prepared accounts 868 and 927 have paid in full. And account 139 has paid \$500.

On the motion of Mr. Beck, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to approve the Lien/Debt Report.

CAPACITY REPORT

On the motion of Mr. Eckerd, and seconded by Ms. Sunday, and by unanimous vote of the members it was duly RESOLVED to accept the Capacity Report.

SOLICITOR'S REPORT

Mr. Gleeson stated that the Lien/Debt report covered most of his report. He added that since the last meeting almost \$10,000 has been collected. He has been working to stay in touch with people to get these bills paid. Mr. Gleeson stated that account 866 was getting ready for the next step, but the mortgage company recently filed a foreclosure on the property, so we will let them handle the foreclosure and we will get paid through the process.

On the motion of Ms. Sunday, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to accept the Solicitor's Report.

ENGINEER'S REPORT

Mr. Rudy provided an engineer report dated May 10, 2017. He provided a Draft Standard Operating Procedure report for the Board to review. He asked for comments prior to the next meeting so that the SOP can be finalized for the June meeting.

Mr. Rudy stated that Brent Zeiders (potential certified operator) met with Jeff Wilbur and is comfortable working with him. He added that he could prepare an RFP for the certified operator. The Board agreed that they would like to review the RFP, so they asked that it be included in their meeting packets for June.

Mr. Rudy stated that they work at the Leidigh pump station will be done next week. Mr. Miller added that the system at Leidigh will have a manual bypass.

Mr. Rudy also provided a memo dated May 9, 2017, regarding the Infiltration and Inflow Program. The Supervisors have authorized obtaining prices for the camera and needed equipment and there have been some questions about training. He added that this would give a phased approach by breaking down certain drainage areas, not jumping around or doing spot repairs. The thought is to look at purchasing a camera over the next few months and provide training to the Public Works Department, then in the fall the sewer lines on Blossom and Dogwood could be evaluated so that we could bid a project and be ready to do a project in the spring.

Mr. Beck asked what the Road Crew transitioning to Public works was. Mr. Kehoe stated that the road crew already does more than just road work, so as we get ourselves more organized we are progressing and modernizing to the Public Works Department and create updated job descriptions. He added that the mowing has been outsourced, so this will free up 6-8 weeks of time to allow them to do more, higher skilled, items and get more interactive with the parks and sewer system. Ms. Sunday said the transition makes sense and suggested an article be put in the newsletter explaining the transition and listing tasks that will be handled.

Mr. Miller asked if there is interest in the confined space training. Mr. Kehoe said that will be worked out as we are looking at the option of purchasing a camera.

Mr. Miller asked how long it would take to prepare the bid for the Blossom and Dogwood projects.

Mr. Rudy said it wouldn't take long and we could be ready for a spring project.

Mr. Miller asked if the camera equipment had trackers on it. Mr. Rudy said it was about \$15,000 for just a push camera that goes about 400'. Mr. Miller said that the tracker would be a better choice, but the price would be about double. Mr. Rudy said he would look at it.

Mr. Miller questioned the need to review the building sewer policy and if there was a problem. Mr. Rudy said there wasn't a problem, they just wanted to look at it to make sure it would be adequate moving forward.

On the motion of Ms. Sunday, and seconded by Mr. Miller, and by unanimous vote of the members, it was duly RESOLVED to direct Mr. Rudy and Pennoni Associates to review the existing building sewers policy and report back to the Board at the next meeting.

Mr. Rudy also had a memo dated May 10, 2017, regarding the sewer replacement project. He provided 3 options and price quotes for each.

Mr. Miller questioned the pipe size in option C. Mr. Rudy thought that was a typo, as he used the work proposal form 2014. He will double check all of this.

Mr. Miller asked if the prices provided were current. Mr. Rudy said the quotes for option A and B are current prices. For option C he used the middle price quote that had been obtained in 2014. Mr. Miller asked if the prices were stable to bid in 2018. Mr. Rudy said that the numbers should remain the same. He added that there is a contingency included in the price also.

Mr. Miller asked if Mr. Rudy's recommendation would be to proceed with option A and B at a cost of approximately \$300,000. Mr. Rudy said he would recommend option A and B, but suggested holding off on a final decision until we learn more about the lines. He believes that Blossom Terrace is PVC pipe, so depending on the condition it may not need replaced.

Mr. Kehoe added that using the camera to determine the pipe condition would help to explain why the road is sinking, if it's a broken pipe or a natural spring. He added that the Liquid Fuels fund could be used for road issues.

Mr. Eckerd asked where the money was coming from. Mr. Miller said we would have to look at that. Mr. Beck added that it has been determined that would could afford the project if we have to. Mr. Eckerd added that he would urge the Supervisors to look at this. The court gave the township a bad system and the rate payers shouldn't have to fund the entire repair. The township as a whole should have to fund the repair.

On the motion of Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the members, it was duly RESOLVED to accept the Engineer's Report.

OLD BUSINESS

SOUTHERN DISTRICT I&I – 10 YEAR PLAN – STEP 1

Mr. Miller asked Mr. Rudy is he as reviewed the data for Blossom. Mr. Rudy stated that he has reviewed the reports, but there aren't any videos available. He added that some of the data is pretty old. Mr. Miller said that the Electro Scan data is the most current and would like to utilize that with future work.

NEW BUSINESS

PUMP STATION CLEANING SCHEDULE

On the motion of Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the members it was duly RESOLVED to contact Kline's to schedule pump cleaning in July for Leidigh, Sandy and York pump stations.

WATER USAGE – NORTHERN DISTRICT

Mr. Eckerd reminded that Board the monthly water reports can be obtained from Suez water to review water usage compared to sewage flows. The township in in 2 cycles and each cycle costs \$25 per month. He feels that the ultimate goal would be to bill the sewer by volume once the debt is lower. The Board agreed to keep this in mind for future use if the flows seem high and investigation is needed.

STAFF COMMENTS

Mr. Eckerd stated that he will not be able to attend the June or July meeting. Mr. Miller asked if anyone else would be unavailable. Mr. Beck won't be able to attend the July meeting.

On the motion of Ms. Sunday, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to move the July meeting to July 26, 2017.

Mr. Eckerd stated that he appreciated having a Supervisor in attendance. It helps to have a direct connection.

Mr. Eckerd asked when the first draft of the budget should be prepared. Mr. Miller felt the first draft should be discussed at the July or August meeting. Mr. Kehoe said the Ms. Araiza and office staff are working on a budget calendar.

ADJOURN

On the motion of Ms. Sunday, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to adjourn the meeting at 8:25 PM.

Respectfully Submitted,

Karen Lowery
Secretary/Treasurer