



MEETING MINUTES

December 17, 2024

7:30 PM

Approved

In attendance: J. Samarco, Chairman, B. Watts, Vice-Chairman, J. Shipe, Member, R. Maas, Member, G. Matthew Brown, P.E., DEE, Authority Administrator and David Schlott, Jr., P.E., ARRO Consulting, Inc.

Call to Order

J. Samarco called the virtual meeting to order at 7:30 PM.

Approval of Minutes

Draft minutes of the November 26, 2024 meeting were discussed. R. Maas moved to approve the minutes as submitted. J. Samarco seconded. It was so moved.

Approval of Payments

Following a brief discussion and several questions, B. Watts moved to approve the payments for December 2024. R. Maas seconded. It was so moved.

Treasurer's Report

Following a discussion and several questions, R. Maas moved to accept the balance sheet and the statement of revenues and expenses as submitted in good faith by the Township Treasurer. B. Watts seconded. It was so moved.

Authority Administration Reports

M. Brown noted that all facilities were operating well and within permit. He provided a monthly update on land available for disposal. He noted there was no update from the developer looking to partner with the Authority for land procurement in West Vincent Township (WVT). M. Brown noted he would continue to monitor the progress of the project. M. Brown shared that the Township Solicitor, Kristin Camp, was continuing correspondence with Eric Senn, Esq. of the Senn Trust relative to negotiations over the agreement of sale for the property on Township Line Road. He noted that Eric returned an email suggesting the Authority/Township had been unwilling to negotiate in good faith by not wavering their terms since May 2024. M. Brown noted that no terms were outlined except the condition of the property being permissible by PADEP for use as a disposal site and the price. He reviewed four areas where Senn was looking for modification. Of those four, two were out of the control of the Authority/Township so could not be modified. The remaining two were the price and the deposit. Since the Authority was already offering a figure more than the appraised value based on "utility need", and the Authority had previously voted the excess was as far as they could go under "utility need", no change to the price would occur. They greed the final item, the non-refundable deposit could be increased to 2.5% of the offered

price. B. Watts moved to increase the deposit amount, seconded by J. Samarco. It was so moved. The Authority further felt that the Township needed to respond to the characterization put forth by Senn regarding their not negotiating in good faith. M. Brown said he would pass that along to the Township Solicitor.

M. Brown provided an update of the Milford Farms project and introduced a Change Order No. 1 request by Almeida and Hudak, the General Contractor. He reviewed the items on the change order which included quantity changes of material to a credit, modifications to the cost of the pumping station in the purchased easement on Font Road to a debit and the paving of the entire cartway on Font Road to a debit. M. Brown noted the total amount of the change order for the General Contractor was \$72,830. He shared the engineer had reviewed the figures and recommended approval. After a lengthy discussion, J. Samarco moved to approve Change Order No. 1 authorizing the Authority Administrator to execute all necessary paperwork. It was seconded by B. Watts. It was so moved. M. Brown noted there would be a corresponding and much smaller change order for the electrical contract next month for the pump station adjustments approved under this change order.

M. Brown introduced the 2025 Draft Capital and Operating Budgets to the Board. He noted there was no rate increase proposed for 2025. He reviewed the need for a new bond issue to fund the next round of projects as delineated in the Draft Act 537 Plan currently with PADEP. He stated the bond issue was originally considered for 2026 but due to timing for funding with the Township, it may need to be moved up to 2025. He asked that all members review the budget and reach out to him with any questions they might have during the month. Or if they preferred, they could wait until the January 2025 meeting which would be in-person to discuss their questions in an open forum. He said he was hoping to have the budgets approved at the January 2025 meeting as submitted or revised. That was their normal practice for the information of the new members.

M. Brown noted he had reached out to an additional prospect for the Municipal Authority membership but had not yet heard back.

Following several additional questions and a brief discussion on the reports, R. Maas made a motion to accept the Authority Administrators Reports as submitted. J. Shipe seconded. It was so moved.

Open Session

No members of the public were present.

Next Meeting Date: January 28, 2025 - 7:30 PM

J. Samarco noted the date and time of the next meeting of the Authority. M. Brown noted that would be an in-person meeting and would include the annual reorganization.

Adjournment

There being no further business to be brought before the Authority, J. Shipe moved to adjourn the meeting at 8:25 PM. B. Watts seconded. It was so moved.

Respectfully submitted,

G. Matthew Brown, P.E., DEE
Authority Administrator