



## MEETING MINUTES

July 22, 2025

7:30 PM

Approved

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

The meeting was held in person at the Township Building, 140 Pottstown Pike, Chester Springs PA 19425

### **Call to Order**

B. Watts called the meeting to order at 7:30 p.m.

### **Approval of Minutes**

Draft minutes of the June 24, 2025 meeting were discussed. J. Shipe moved to approve the minutes as submitted. J. Samarco seconded. It was so moved.

### **Approval of Payments**

Following a brief discussion, J. Samarco moved to approve the payments for June 2025. R. Maas seconded. It was so moved.

### **Treasurer's Report**

Following a discussion and several questions, J. Samarco then made a motion to accept the balance sheet and the statement of revenue and expenses as submitted in good faith by the Township Treasurer. R. Maas seconded. It was so moved.

### **Dan O'Brien – RBC Capital Markets, LLC**

Dan O'Brien from RBC Capital Markets, LLC presented the details of the proposed 2025 General Obligation Bond of the Township. He discussed both the Township and Authority components of the borrowing and presented several options regarding the duration of the bond period. M. Brown noted the charter for the Authority would probably need to be extended as the Authority would need to continue to "exist" for the entire amortization period. After much discussion and questions, R. Maas moved to select an amortization period of 20 years or to match the Township's selected period. J. Samarco seconded. It was so moved. Dan O'Brien noted the Authority would need to formally act on the bond and authorize the execution of all necessary documents at the August meeting. M. Brown noted it would be a virtual meeting.

### **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 and shared that he was continuing to monitor the opportunity in West Vincent Township. No change over the past month.

M. Brown noted that work was continuing on the planning and permitting process for the Senn Property. He noted that per the consultant, ARM, Inc., that 25,000 gpd of the site capacity could be permitted immediately and an additional 30,000 to 35,000 gpd could be permitted with some mitigation of fill areas on the site. He reviewed again the next steps to be undertaken to complete the planning and permitting components prior to closing on the property. The Sales Agreement stated they had to be completed by December 30, 2025.

M. Brown noted he had reached out again to the management company for the HOA responsible for the Frame Property (Reserve at Chester Springs), Parcel C. He asked to set a meeting to begin negotiations for the Township to purchase. He was still waiting on a response for an acceptable meeting date.

M. Brown provided an update on the Milford Farms project and reviewed the conclusion page of the recently completed Comprehensive Plan as it applied to the Authority. He mentioned again the update of the report outlining solar and wind power use at the Route 100 WWTF (Wastewater Treatment Facility).

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

### **Executive Session**

B. Watts called an Executive Session to discuss personnel issues at 8:42 p.m., adjourning at 8:58 p.m.

### **Open Session**

No member of the public was in attendance.

### **Next Meeting Date: August 26, 2025 - 7:30 p.m.**

B. Watts noted the date and time of the next meeting of the Authority. M. Brown noted that would be a virtual meeting.

### **Adjournment**

There being no further business to be brought before the Authority, J. Shipe made a motion to adjourn the meeting at 9:03 p.m. K. White seconded. It was so moved.

Respectfully submitted,

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