



MEETING MINUTES

November 25, 2025

7:30 PM

Approved

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

Call to Order

B. Watts called the virtual meeting to order at 7:31 PM.

Open Session

No members of the public were present to comment.

Approval of Minutes

Draft minutes of the October 28, 2025 meeting were discussed. J. Samarco moved to approve the minutes as submitted. K. White seconded. It was so moved.

Approval of Payments

Following a brief discussion and questions, R. Maas moved to approve the payments for November 2025. J. Shipe seconded. It was so moved.

Treasurer's Report

Following a discussion and several questions, J. Shipe 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.

Authority Administration Reports

M. Brown noted that all facilities were operating well and within permit. Following several questions and a brief discussion on the reports, J. Shipe made a motion to accept the Authority Administrators' Reports as submitted. J. Samarco seconded. It was so moved.

Old Business

M. Brown shared that the closing for the Senn Property was scheduled for December 15. He said they were awaiting confirmation on the location and time. He also noted that per the Authority Solicitor, one of the Board members should attend the closing to execute documents and be present for any questions. After a brief discussion it was agreed that Vice-Chair/Secretary R. Maas would attend. M. Brown offered that the Solicitor would be in direct communication with him and the Chair, B. Watts, about documents and details on the closing.

M. Brown noted that since the closing was before the scheduled December Authority meeting, the Board needed to authorize a wire transfer of the funds to the title company. He said that unfortunately, he did not know the final number as the final settlement sheet had not yet been provided by the title company. He said that the figure would be the balance of the sale price due, \$2,145,000 plus any buyer closing costs. J. Samarco then moved to authorize the wire transfer as requested, R. Mass seconded. It was so moved.

M. Brown discussed the meeting with the HOA for the Frame property and their willingness to move forward with additional testing and the procurement of two additional appraisals.

M. Brown noted that the Solicitor was preparing sale documents for the purchase of the 4,000 gpd capacity from the Senn Trust. He said that the Board would note an expense of \$280,003.50 in the December financial documents.

M. Brown noted that the final approval letter for the Township Act 537 Plan had been approved. The final permit for the Meadow Creek and Eaglepointe projects could now be procured.

New Business

M. Brown noted that a problem had occurred with the Floatation Unit for SBR No. 2 at the Route 100 WWTF. He described the problem and shared that the operator engaged the spare SBR (No. 4) so there was no issue with the operation. He stated he wanted the Board to be aware as the repair could cost as much as \$50,000 to \$60,000.

M. Brown noted that Aqua had wells in the Highview Rd/Meadowview Rd area of the Township. He said they had greensand filters that backwash regularly. The backwash waste is currently being trucked away. He shared that with the proposed sewer extension to this area; they may want to connect to public sewer. He shared he would be monitoring their need and discuss their participation in the cost of the extension.

K. White then inquired as to where the final Act 537 Plan files resided, on ARRO's system, the Cloud, etc. D. Schott offered that the file was placed on the ShareFile service. K. White asked if there was a limit to how long that file would last on ShareFile. M. Brown said he did not know but would investigate it.

Next Meeting Date: December 23, 2025 - 7:30 PM

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 8:02 PM. B. Maas seconded. It was so moved.

Respectfully submitted,

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