



CHADDS FORD TOWNSHIP SEWER AUTHORITY
REGULAR MEETING
MARCH 19, 2019

Board Members: Mark Stookey
Ted Mennicke
Robert Lohr

Not Present: Dennis Henry
Amanda Konyk

Also Present: Valerie Hoxter, Sewer Authority Manager
Mike Sheridan, Solicitor
Mike DiSantis, DELCORA
Tom Leisse, Pennoni Associates

ANNOUNCEMENTS

Chairman Stookey announced that Mr. Henry and Ms. Konyk were unable to attend the meeting. Attendance was taken with a quorum established.

MINUTES

Upon motion and second (Stookey/Lohr) the minutes from the January 15, 2019 Reorganization and Regular Meeting were approved.

DELCORA

Mr. DiSantis presented his written report for the months of January and February 2019. He reviewed several problems that occurred at both plants, as well as the failure of the phase converter at the Woodlands Pump Station, which required the station to be run by generator for several days. Mr. DiSantis suggested the Authority contact Peco to discuss three phase power for the station.

Mr. Mennicke asked Mr. DiSantis to remind plant operators that they are working in a residential neighborhood, particularly when they are making repairs after hours at the Ridings Plant. After discussion, it was decided that a letter will be sent from the Authority notifying nearby residents that any work done at the Ridings Plant during off hours is for emergencies. The letter will also include information on the upcoming Act 537 Plan Improvements Project.

Mr. DiSantis and Mr. Leisse discussed the need for repair or replacement of the automatic bar screen at Turners Mill. The Authority has obtained a quote for replacement of the bar screen and the Board discussed replacing it now versus trying to repair the damaged unit and waiting to replace the bar screen as part of the Act 537 Improvements Project as planned. Mr. Leisse and

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Mr. DiSantis recommended that the Board replace the automatic bar screen now with a Lakeside Raptor unit. After discussion among Ms. Hoxter, Mr. DiSantis and Mr. Leisse regarding Delcora's ability to assist with installation of the screen, Mr. DiSantis agreed that Delcora will provide their crane for use during installation.

Upon motion and second (Lohr/Mennicke) the Board approved the purchase and installation of the Lakeside Raptor Micro Strainer in the amount of \$71,000.00 as quoted, plus installation.

MANAGER

Ms. Hoxter presented her written report and reviewed recent emergencies and a complaint received related to the LCB Senior Living sewer line installation on Summit Drive.

Ms. Hoxter informed the Board that field work for the 2018 Annual Audit was completed in February and there is additional follow up required before the audit will be complete.

Ms. Hoxter also informed the Board that the Authority offices have been relocated back to the lower level after the recent flood.

Ms. Hoxter updated the Board on the status of the emergency services agreement with Delcora and informed them that she has reached out to a new contact at AJ Jurich to begin discussions regarding an emergency services agreement with them for larger scale emergencies.

Ms. Hoxter reviewed recent Knights Bridge reports with the Board and informed the Board that, according to the owners of the plant, the PaDEP is aware of recent problems at the plant as well as attempts to identify the cause of those problems. The owners of the plant are moving forward with plans to upgrade the plant and have decided not to phase the construction, but to complete all construction at one time.

Ms. Hoxter updated the Board on current Land Development applications that have been submitted to the Township.

ENGINEER

Mr. Leisse presented his written report and informed the Board that the Authority he has received an update from PaDEP indicating that they are in the process of drafting two permit amendments for Turners Mill: one covering the period until the expansion is complete, and one for after the expansion is complete. Mr. Leisse informed the Board this indicates the effluent parameters may change. A 30-day public notice period will be required once the Draft is issued. In anticipation of completion of the Draft permit, Pennoni will finish assembling the Part II Application for the remainder of the improvements associated with the expansion so the application will be ready to submit once the amendment approval is received from DEP.



Ms. Hoxter informed the Board that there are no funds available for a PA Small Water and Sewer Grant at this time, but there are other grant options to explore for the Improvements Project.

Mr. Leisse informed the Board that the 2018 DRBC Annual Effluent Report was submitted as required. Ms. Hoxter mentioned that a new testing requirement from DRBC will require a small additional lab fee going forward.

Mr. Leisse also indicated that he is working on updates for the Chapter 94 Reports to be submitted by the end of March.

SOLICITOR

Mr. Sheridan informed the Board that Ms. Hoxter asked him to review and prepare several updates to the Authority's by-laws, which he then confirmed with the Board.

Mr. Sheridan informed the Board that Pennvest has a low interest loan program for loans up to \$25,000 for tapping fees. The loans are secured by a lien on the property and there is no required guarantee by the Authority.

ASSISTANT TREASURER

Ms. Hoxter presented the Assistant Treasurer's written report and reviewed cash balances.

Upon motion and second (Mennicke/Stookey) the Board approved ACH and check payments for February 2019 in the amount of \$20,942.59.

Upon motion and second (Mennicke/Lohr) the Board approved ACH and check payments for March 2019 in the amount of \$83,717.46.

Ms. Hoxter informed the Board that three PLGIT CDs matured in February and that funds were re-invested in CDs through PLGIT

Upon motion and second (Mennicke/Lohr) the Board ratified the purchase of a six-month CD through PLGIT from Pacific Western Bank in the amount of \$100,000.00 at net interest of 2.65% on February 19, 2019.

Upon motion and second (Lohr/Mennicke) the Board ratified the purchase of a six-month CD through PLGIT from Fieldpoint Private Bank in the amount of \$100,000.00 at net interest of 2.52% on February 22, 2019.

Upon motion and second (Lohr/Mennicke) the Board ratified the purchase of a nine-month CD through PLGIT from Landmark Community Bank in the amount of \$225,000.00 at net interest of 2.65% on February 22, 2019.



Ms. Hoxter informed the Board that expenses for the Act 537 Plan Improvements Project can now be seen in the Construction in Progress fixed asset account on the balance sheet as opposed to on the Profit and Loss Statement. Ms. Hoxter will provide a separate spreadsheet of those costs for the Board's reference.

PUBLIC COMMENT

There was no public comment.

OLD BUSINESS

Mr. Lohr updated the Board on the status of Springhill Farms' connection to the Concord Township sewer system.

Ms. Hoxter reviewed delinquent accounts with the Board.

Ms. Hoxter provided the Board with a file room status update.

NEW BUSINESS

Mr. Stookey reviewed the request from Concord Subaru to buy back the EDUs they own, or to allow the sale of those EDUs to a third party. The Board confirmed it has not changed its policy and does not buy back EDUs. In addition, the Board is not approving sale of EDUs by third parties.

Upon motion and second (Mennicke/Lohr) the meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Valerie Hoxter
Authority Manager