



CHADDS FORD TOWNSHIP SEWER AUTHORITY
REGULAR MEETING
JULY 19, 2016

Board Members: Mark Stookey
Ted Mennicke
Dennis Henry
Robert Lohr

Not Present: Amanda Konyk

Also Present: Amanda Serock, Township Manager
Mike Sheridan, Solicitor
Tom Leisse, Pennoni Associates
Valerie Hoxter, Assistant Secretary-Treasurer

ANNOUNCEMENTS

Mr. Stookey announced that Ms. Konyk would not be attending the meeting as she has been ill. Ms. Serock indicated Ms. Konyk is recovering nicely and Mr. Stookey wished her well on behalf of the Board and those in attendance.

MINUTES

Upon motion and second (Henry/Lohr) the minutes from the May 10, 2016 meeting were approved.

PUBLIC COMMENT

Dennis O'Neill, a member of the Board of Director of The Commons at Chadds Ford, expressed appreciation on behalf of The Commons for the Board's due diligence in exploring the Authority's rates.

DELCORA

In the absence of a representative from Delcora, Ms. Serock reviewed the written report for the months of May and June 2016. There were no violations at either plant.

Ms. Serock informed the Board that there was one minor SSO (overflow) at the Estates of Chadds Ford Pump Station. PaDEP has been notified as required. The matter was handled within one half-hour.

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MANAGER

Ms. Serock presented her written report and further reported that preliminary discussions have begun for the 2017 Budget. Ms. Serock further updated the Board on the status of the I&I Ordinance.

ENGINEER

Mr. Leisse presented his written report and further reported on the flow metering project. Ms. Serock and Mr. Leisse updated the Board on the status of the Act 537 Plan and indicated there would be a revised draft available in the near future.

SOLICITOR

Mr. Sheridan presented his report and updated the Board on the status of the Intermunicipal Agreement with Springhill Farm.

Mr. Sheridan and the Board discussed EDUs owned and invoicing procedure for Parkside Associates (Olde Ridge Village). The Board authorized Ms. Hoxter to combine billing for both of Parkside Associates properties (the same property and EDU owner) and asked Mr. Sheridan to contact the attorney for Mr. Grace regarding EDU purchase agreements for these properties.

ASSISTANT TREASURER

Mr. Henry and the Board discussed continuing to absorb merchant fees for credit card payments as opposed to passing those charges through to the customers who pay by credit card.

Mr. Henry also discussed the current chemical costs versus budgeted amounts for the year. Ms. Serock informed the Board about the increased chemical costs, changes in types of chemicals used and the effect of the new chemical on sludge hauling costs. She anticipates the Authority will be over budget on chemicals for the year. The Board discussed the purchasing mechanism for chemicals – bulk versus spot purchases, etc. Ms. Serock will get additional information from Delcora.

Ms. Hoxter presented the Assistant Treasurer's written report.

Upon motion and second (Mennicke/Henry) the Board approved ACH and check payments for June 2016 in the amount of \$58,257.72.

Upon motion and second (Mennicke/Henry) the Board approved ACH and check payments for July 2016 in the amount of \$56,410.22.

OLD BUSINESS

There was no old business.



NEW BUSINESS

Mr. Stookey presented materials to the Board regarding future sewer rate setting. Mr. Stookey commented that the Authority has now installed meters for all commercial customers and has begun charging penalties to those using more than their purchased EDU allotted amounts. The Authority has also recently adjusted commercial customer quarterly fixed rates to match residential customer quarterly rates. Mr. Stookey commented it was time to take a rigorous look at the Authority's financial situation as they approach what could be big changes with the Ridings plant. Included in the materials Mr. Stookey presented was information regarding legal requirements, engineering aspects, financial perspectives and rate history.

The Board discussed possible methods for calculating fees, along with fixed and variable costs and volume based rates versus fixed rates. Mr. Sheridan commented there may be significant changes coming to the entire system and suggested the Board consider waiting to see what the cost impact of those changes will be before going further into rate setting discussions. Mr. Stookey agreed but thought the Board could still begin to look at the matter conceptually. He suggested that Board members further review the materials and information presented and contact him with any questions or comments.

Upon motion and second (Mennicke/Lohr) the meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Valerie Hoxter
Assistant Secretary/Treasurer