



HATFIELD TOWNSHIP BOARD OF COMMISSIONERS WORKSHOP MEETING AGENDA

September 11, 2024

7:30 PM

I. CALL TO ORDER

II. ROLL CALL

- ☐ COMMISSIONER PRESIDENT ZIPFEL
- ☐ COMMISSIONER VICE PRESIDENT RODGERS
- ☐ COMMISSIONER ANDRIS
- ☐ COMMISSIONER LOSTRACCO
- ☐ COMMISSIONER PARTHA

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF AGENDA

V. CITIZENS' COMMENTS – AGENDA ITEMS ONLY

Attention: Board of Commissioner Meetings are Video Recorded

*All comments made at the podium. Please state your name and address for the record.
Comments are guided by Resolution #10-10.*

VI. CONSENT ITEMS

Motion to Enter into the Record

- A. Police Report – *September*
- B. NPWA Meeting Minutes – *June 25*
- C. NPWA Meeting Minutes - *July 23*
- D. HTMA Meeting Minutes – *July 9*

VII. COMMITTEE REPORTS

A. Planning and Zoning Committee – Vice President Rodgers

1. 18 Month Maintenance Period – 3120 Penn Street
2. Conditional Use Hearing Continuation – September 25th

B. Public Works Committee

C. Parks and Recreation Committee – Commissioner LoStracco

D. Public Safety Committee – Commissioner Partha

E. Finance Committee – Commissioner Andris

1. 2025 Pension Obligations

VIII. TOWNSHIP STAFF REPORTS

A. Township Manager's Report

1. Budget Workshop Notice – October 16th, 6pm

IX. SOLICITOR'S REPORT

X. CITIZENS' COMMENTS

Attention: Board of Commissioner Meetings are Video Recorded

*All comments made at the podium. Please state your name and address for the record.
Comments are guided by Resolution #10-10.*

XI. ADJOURNMENT

NORTH PENN WATER AUTHORITY
MINUTES OF THE BOARD OF DIRECTORS MEETING
June 25, 2024

William K. Dingman, Chair, called the meeting to order at 6:30 pm and immediately adjourned for Executive Session to discuss a personnel matter. The Board reconvened at 7:38 pm to begin the regular Board meeting agenda. The following Board members attended the meeting: Kenneth V. Farrall, Jeffrey H. Simcox, Michael R. Filiatrault, Richard C. Mast, Robert J. Rodgers, Amy J. Cummings-Leight, George E. Witmayer and Arthur C. Bustard. David W. Dedman was present for Executive Session by teleconference but did not attend the regular Board meeting. Also present were Anthony J. Bellitto, Jr., P.E., Executive Director, Daniel C. Preston, P.E., Director of Asset Management and Strategic Initiatives, Ami Tarburton, Director of Finance and Human Resources, Jonathan C. Hartzell, Director of Operations and Field Services, and Paul G. Mullin, Esquire, Hamburg, Rubin, Mullin, Maxwell & Lupin, Solicitor.

The following items, by agenda number, were discussed:

1. **MINUTES** - Upon the motion of Mr. Farrall, seconded by Mr. Bustard, the Board unanimously approved the Minutes of the May 28, 2024 Board of Directors meeting as presented.
2. **BIDS**
 - 2.1. Contingent Award Authorization – Broad Street Infrastructure Improvement Project. Replace 2,081 LF of water main on Broad Street from Towamencin Avenue to Main Street in Hatfield Borough. This is a joint project with Hatfield Borough, with the Borough managing all bidding. NPWA has a Cost Sharing Agreement with the Borough to cover all costs related to the water line work. Hatfield Borough is scheduled to open bids on July 10, 2024. Once Bids are open, NPWA will tabulate the water line costs and decide intent to award at its regularly scheduled Board meeting and communicate this to the Borough in the interest of completing the project on schedule. Upon the motion of Mr. Farrall, seconded by Mr. Rodgers, the Board approved unanimously to award the water portion of the joint Bid, contingent upon review and approval of the bids by NPWA staff and solicitor.
3. **PUBLIC COMMENTS** - There were no members of the public in attendance at the meeting.
4. **FINANCIAL AND HUMAN RESOURCES REPORT**
 - 4.1. The Statement of Income and Expense for the period ending May 31, 2024 was highlighted by Ms. Tarburton and discussed. Metered Sales are up about 3.2% over the same period last year. Total Revenues are down slightly due to reduced tapping fees collected from the previous year. Operating expenses are in line with the 2024 budget with no significant variances, reporting at 40% of budget with 42% of time elapsed. Debt Service Coverage is 1.21, which is above the minimum of 1.10 required by the Trust Indenture. Total net income to debt ratio is 1.61. The Statement of Net Position for the period ending May 31, 2024 was highlighted and discussed. It was noted that Net Position had increased by 2% year to year, an

increase of approximately \$3.6 million. The Capital Budget Report indicates expenditures are at 28% of the budget and are catching up with capital budget numbers, due to a recent payment for the Ferry Road project. Metered Sales are at or above the 3-year average line. Following discussion, upon the motion of Mr. Farrall, seconded by Mr. Mast, the Board voted unanimously to accept the report and file it for future audit. Ms. Tarburton also highlighted the Human Resources and Payroll report, noting that the Water and Wastewater Summer Internship Program was underway and off to a good start.

- 4.2. Check Registers for the period May 17, 2024 to June 18, 2024 were distributed and discussed. Upon the motion of Mr. Farrall, seconded by Mr. Mast, the Board ratified the payments listed with a vote of 8-0 with one abstention. In accordance with the Public Official and Employee Ethics Act, Mr. Dingman announced his abstention from a payment to Gilmore and Associates, Inc. and his written memorandum regarding such abstention is attached hereto and made a part hereof as Exhibit "A".
5. **OPERATIONS, METER/CUSTOMER SERVICE, AND STATISTICS REPORT** - The Report for the month of May 2024 was presented, highlighted by Mr. Hartzell, and discussed.
6. **ENGINEERING AND WATER QUALITY REPORT** - The Report for the month of May 2024 was presented, highlighted by Mr. Preston, and discussed.
7. **INFORMATION TECHNOLOGY REPORT** - The Report for the month of May 2024 was presented, highlighted by Mr. Bellitto in the absence of Mr. Pearce, and discussed.
8. **ADMINISTRATION AND PUBLIC RELATIONS REPORT** - The Report for the month of May 2024 was presented, highlighted by Mr. Bellitto, and discussed.
9. **FOREST PARK WATER** - Mr. Rodgers, Chair of the Forest Park Water Operating Committee, reported that the committee had not met. There was nothing further to report beyond that contained in the Board Packet. The recent Forest Park Plant tour by several Board members went very well and it was suggested to have a second tour of the raw water delivery system including Point Pleasant pumping station and the Bradshaw Reservoir. Mr. Preston will follow up with the Board and coordinate a future tour.
10. **MAIN EXTENSIONS**
 - 10.1. M.E. 1467 – Allebach Tract – Upon the motion of Mr. Witmayer, seconded by Mr. Farrall, the Board voted 8-0 with one abstention to grant contingent final approval for 11 EDUs to 502 Township Line Rd Lawyers, LLC, for the project located at 655 Cowpath Road in Franconia Township. The approval is contingent upon the Developer furnishing financial security acceptable to the Solicitor and the payment of the Deposit and all fees. Mr. Mast announced his abstention due to a business relationship and his written memorandum regarding such abstention is attached hereto and made a part hereof as Exhibit "B".

- 10.2. M.E. 1507 – Lederach Village Homes – Upon the motion of Mr. Mast, seconded by Mr. Farrall, the Board granted unanimously final approval for 29 EDUs to Lederach Village Homes, LLC, for the project located at Morris Rd in Lower Salford Township, and further approved and authorized execution of the Main Extension Agreement relating to the development.
- 10.3. M.E. 1510 – Oakwood Terrace – Upon the motion of Mr. Farrall, seconded by Mr. Witmayer, the Board granted unanimously contingent final approval for 72 EDUs to HG Properties 40 LLP, for the project located at Hidden Meadows Drive in West Rockhill Township. The approval is contingent upon the Developer furnishing financial security acceptable to the Solicitor and the payment of the Deposit and all fees.

11. **ITEMS FOR DISCUSSION**

- 11.1. Water demands from Forest Park Plant during current heat wave – Mr. Hartzell presented operational data in graphical format showing NPWA water usage from Forest Park Water Treatment Plant and total pumpage from Forest Park including North Wales Water Authority and Bucks County Water and Sewer Authority demands for the month of June. The data during the recent heat wave indicates extreme demands on Forest Park for water approaching plant capacity. NPWA had a maximum day demand on Forest Park of approximately 16.3 MGD for a 24-hour period and an instantaneous demand of 17.3 MGD approaching our plant capacity of 17.5 MGD. Total instantaneous demand on Forest Park from all three entities reached approximately 42.9 MGD during the heat wave, approaching the rated plant capacity of 43 MGD. The recent plant usage data during the extreme heat wave highlights the need to move forward quickly with plant expansion plans to ensure we can continue to meet the needs of our customers.
- 11.2. After discussion, and upon the motion of Mr. Farrall, seconded by Mr. Witmayer, the Board authorized unanimously a one-year maintenance and support Agreement with ESRI, Inc. for GIS software licensing, maintenance and unlimited support in the total amount of \$27,500 per year. This amount was previously authorized as part of the approved 2024 Information Technology Operating Expense Budget.
- 11.3. After discussion, and upon the motion of Mr. Farrall, seconded by Mr. Witmayer, the Board authorized unanimously a one-year maintenance and support agreement with Cityworks Corporation in the total amount of \$43,407. The agreement includes software licensing, maintenance and unlimited support for our Customer Maintenance Management System. This amount was previously authorized as part of the approved 2024 Information Technology Operating Expense Budget.

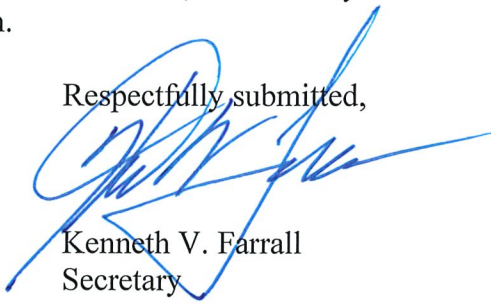
12. **COMMITTEE REPORTS**

- 12.1. Engineering Committee – Mr. Farrall, Chair of the Engineering Committee, reported that the committee did not meet but is scheduled to meet on July 23, 2024 prior to the Board meeting.

- 12.2. Executive Committee – Mr. Simcox, Chair of the Executive Committee, reported that the committee had not met.
- 12.3. Finance Committee – Mr. Mast, Chair of the Finance Committee, reported that the committee had not met.
13. **CORRESPONDENCE** - Various items of correspondence and newspaper articles contained in the Board Packet were reviewed. Mr. Bellitto noted the article on page 5 of correspondence related to the Friends of Worcester newsletter regarding a future NPWA Worcester Tank. The tank project history was presented in the article and was generally favorable toward the justification for the tank and an understanding of the need for it to improve pressure and firefighting capability.
14. **COMING EVENTS**
- 14.1. Forest Park Operating Committee Meeting is scheduled for August 20 at 6:00 pm at the North Penn Water Authority office.
- 14.2. NPWA/NWWA 2024 Joint Board Meeting is scheduled for September 5 at 7:00 pm at the North Penn Water Authority office.
- 14.3. The PMAA 82nd Annual Conference and Trade Show will be held September 15-18, 2024, at the Hershey Lodge and Convention Center in Hershey, Pennsylvania.
- 14.4. The Forest Park Customer Appreciation Day Golf Outing will be held on Monday September 30, 2024, at The Bucks Club, 2600 York Road in Jamison, Pennsylvania.
- 14.5. Public voting will take place at the North Penn Water Authority Operations Center on General Election Day, November 5, 2024.
15. **OLD BUSINESS** - There was no Old Business.
16. **NEW BUSINESS** - There was no New Business.
17. **EXECUTIVE SESSION** - The Board adjourned to Executive Session at 8:26 pm to discuss a personnel matter and reconvened at 9:05 pm. Mr. Dedman joined via teleconference for the Executive Session only. Upon reconvening, a majority of the Board elected to proceed with obtaining references and background checks from the job applicant interviewed during the earlier executive session and not seeking to advertise or solicit additional resumes for the position. The majority of the Board requested that the Solicitor contact and review the references of the applicant and report to the Board at the next meeting.

There being no further business, upon the motion of Mr. Mast, seconded by Mr. Farrall, the Board voted unanimously to adjourn at 9:05 pm.

Respectfully submitted,



Kenneth V. Farrall
Secretary

Exhibit "A"

Voting Conflict Memorandum

The Check Register for the period May 17, 2024 to June 18, 2024 was reviewed and discussed. Upon the motion of Mr. Farrall, seconded by Mr. Mast, the Board ratified the payments 8-0, with one abstention.

I, William K. Dingman, member of the North Penn Water Authority, abstained from the above mentioned ratification due to a payment to Gilmore and Associates, Inc. The situation constitutes a conflict of interest under section 1102 of the Public Official and Employee Ethics Act (the "Act"), therefore I abstained from the vote.



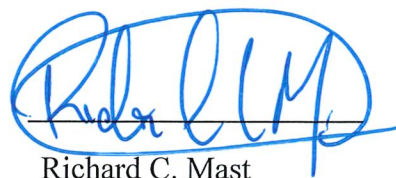
William K. Dingman

Exhibit "B"

Voting Conflict Memorandum

Upon the motion of Mr. Witmayer, seconded by Mr. Farrall, the Board voted 8-0 with one abstention to grant contingent final approval for 11 EDUs to 502 Township Line Rd Lawyers, LLC, for the project located at 655 Cowpath Road in Franconia Township.

I, Richard C. Mast, member of the North Penn Water Authority, abstained from the above mentioned approval due to a business relationship. The situation constitutes a conflict of interest under section 1102 of the Public Official and Employee Ethics Act (the "Act"), therefore I abstained from the vote.

A handwritten signature in blue ink, appearing to read "Richard C. Mast", is written over a horizontal line.

Richard C. Mast

NORTH PENN WATER AUTHORITY
MINUTES OF THE BOARD OF DIRECTORS MEETING
July 23, 2024

William K. Dingman, Chair, called the meeting to order at 7:30 pm. The following Board members attended the meeting: Kenneth V. Farrall, Jeffrey H. Simcox, Michael R. Filiatrault, Richard C. Mast, Amy J. Cummings-Leight, George E. Witmayer, and Arthur C. Bustard. David W. Dedman participated via teleconference call. Also present were Anthony J. Bellitto, Jr., P.E., Executive Director, Daniel P. Pearce, Director of Information Technology, Daniel C. Preston, P.E., Director of Asset Management and Strategic Initiatives, Jonathan C. Hartzell, Director of Operations and Field Services, and Ethan R. O'Shea, Esquire, Hamburg, Rubin, Mullin, Maxwell & Lupin, Solicitor.

The following items, by agenda number, were discussed:

1. **MINUTES** - Upon the motion of Mr. Farrall, seconded by Mr. Witmayer, the Board unanimously approved the Minutes of the June 25, 2024 Board of Directors meeting as presented.
2. **BIDS**
 - 2.1 Award Authorization – Broad Street Infrastructure Improvement Project – Replace 2,081 LF of water main on Broad Street from Towamencin Avenue to Main Street in Hatfield Borough. This is a joint project with Hatfield Borough. NPWA provided Intent to Participate letter to Hatfield Borough on July 16, 2024, in accordance with the Cost Sharing Agreement executed on October 24, 2023. Upon the motion of Mr. Farrall, seconded by Ms. Cummings-Leight, and after discussion, the Board approved unanimously to award the water portion of the joint Bid to KBC Construction, LLC for \$811,956.50 and to authorize Authority funds of \$855,000.00 to complete the project.
 - 2.2 Authorization to Bid – Contract 798 West Rockhill Transmission Main. Install 12,500 LF of 12” DIP transmission main along Ridge Road from County Line Road to Almont Avenue in West Rockhill Township. Upon the motion of Mr. Farrall, seconded by Mr. Witmayer, the Board authorized unanimously the public advertising for Bids.

Robert J. Rodgers arrived at the meeting at 7:42 pm and was present for all subsequent discussions.

3. **PUBLIC COMMENTS** - There were no members of the public in attendance at the meeting.
4. **FINANCIAL AND HUMAN RESOURCES REPORT**
 - 4.1 The Statement of Income and Expense for the period ending June 30, 2024 was highlighted by Mr. Bellitto and discussed. Metered Sales are up 2.8% over the same period last year. Total Revenues are down slightly due to reduced tapping fees collected compared to the previous year. Total Revenues are at 50% and are on

target. Operating expenses are in line with the 2024 budget with no significant variances, reporting at 48% of budget with 50% of time elapsed. Income after debt service is about \$2.5 million or 59% of the budgeted amount. Debt Service Coverage is 1.29, which is above the minimum of 1.10 required by the Trust Indenture. Total net income to debt ratio is 1.67. The Statement of Net Position for the period ending June 30, 2024 was highlighted and discussed. It was noted that Net Position had increased by 2% year to year. The Capital Budget Report indicates expenditures are at 29% of the budget and pending projects will bring expenses more in alignment with the budget. Metered Sales are at or above the 3-year average line. Following discussion, upon the motion of Mr. Mast, seconded by Mr. Bustard, the Board voted unanimously to accept the report and file it for future audit. Mr. Bellitto also highlighted the Human Resources and Payroll report.

- 4.2 Check Registers for the period June 19, 2024 to July 16, 2024 were distributed and discussed. Upon the motion of Mr. Farrall, seconded by Mr. Mast, the Board ratified unanimously the payments listed.

5. **OPERATIONS, METER/CUSTOMER SERVICE, AND STATISTICS REPORT** - The Report for the month of June 2024 was presented, highlighted by Mr. Hartzell, and discussed.
6. **ENGINEERING AND WATER QUALITY REPORT** - The Report for the month of June 2024 was presented, highlighted by Mr. Preston, and discussed.
7. **INFORMATION TECHNOLOGY REPORT** - The Report for the month of June 2024 was presented, highlighted by Mr. Pearce, and discussed.
8. **ADMINISTRATION AND PUBLIC RELATIONS REPORT** - The Report for the month of June 2024 was presented, highlighted by Mr. Bellitto, and discussed.
9. **FOREST PARK WATER** - Mr. Rodgers, Chair of the Forest Park Water Operating Committee, reported that the committee had not met. Mr. Bellitto referenced materials in the Board packet related to a proposed modest increase to the Forest Park rate. North Penn and North Wales Water Authorities completed an extensive rate study of current Forest Park expenses and are recommending this increase. Mr. Bellitto indicated that this would be an agenda item for Board action at the September Joint Board meeting.
10. **MAIN EXTENSIONS** - There was no Main Extensions Activity this month.
11. **ITEMS FOR DISCUSSION**
 - 11.1 Ferry Road water main project update – Mr. Bellitto referenced letters included in the Board packet related to follow up on the ongoing restoration issues regarding the final paving of Ferry Road in New Britain Township. North Wales Water provided a detailed point by point response to the PennDOT comment letter addressing PennDOT concerns which identified several pre-existing drainage conditions.

- 11.2 PENNVEST loan application approved for West Rockhill transmission main project – Mr. Preston reported that the PENNVEST low interest loan was approved at an estimated cost of \$5.7 million and that we are now able to put the project out to bid. The interest rate is 1.743% for the first 5 years and then increases to 2.179% from year 6 through year 20. Once Bids are opened and the contract is awarded, the project cost will be finalized and we will proceed with closing on the loan and starting construction in early October.

12. **COMMITTEE REPORTS**

- 12.1 Engineering Committee - Mr. Farrall, Chair of the Engineering Committee, reported that the Committee met earlier in the evening.

12.1.1 Comprehensive Master Plan – Consultant representatives from Brown & Caldwell were in attendance to give a presentation on project status. An update was provided on the demand projections and there was extensive discussion regarding Forest Park capacity and highlighted the need to proceed with the Forest Park expansion. The distribution system evaluation was presented addressing system needs out to 2050 and some conceptual solutions were presented to address the growing need for additional storage capacity. Finally, the Asset Management Plan was discussed highlighting the development of Levels of Service requirements and metrics to drive organizational performance. The work completed thus far will be used as a basis to roll out a capital investment plan in time for the 2025 capital budget planning season.

12.1.2 Criteria for Water Service Extension to new developments – The committee revisited the discussion from the March 2024 Board meeting as to how we provide service to the various new developments in our system. There was a step-by-step review of the current informal policy of when and how we provide individual meter pits verses use of large vaults. The Committee recommends that we maintain the status quo as discussed and formalize this policy within our updated rules and regulations to be approved at an upcoming Board meeting.

- 12.2 Executive Committee – Mr. Simcox, Chair of the Executive Committee, reported that the committee had not met.

- 12.3 Finance Committee – Mr. Mast, Chair of the Finance Committee, reported that the committee had not met.

13. **CORRESPONDENCE** - Various items of correspondence and newspaper articles contained in the Board Packet were reviewed.

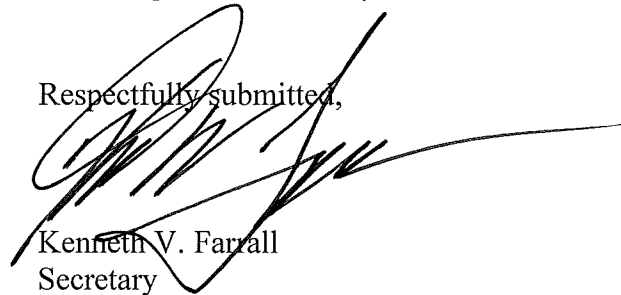
14. **COMING EVENTS**

- 14.1 Forest Park Operating Committee Meeting is scheduled for August 20 at 6:00 pm at the North Penn Water Authority office.

- 14.2 NPWA/NWWA 2024 Joint Board Meeting is scheduled for September 5 at 7:00 pm at the North Penn Water Authority office.
- 14.3 The PMAA 82nd Annual Conference and Trade Show will be held September 15-18, 2024, at the Hershey Lodge and Convention Center in Hershey, Pennsylvania.
- 14.4 The Forest Park Customer Appreciation Day Golf Outing will be held on Monday September 30, 2024, at The Bucks Club, 2600 York Road in Jamison, Pennsylvania.
- 14.5 Public voting will take place at the North Penn Water Authority Operations Center on General Election Day, November 5, 2024.
- 15. **OLD BUSINESS** - There was no Old Business.
- 16. **NEW BUSINESS** - There was no New Business.
- 17. **EXECUTIVE SESSION** - The Board adjourned to Executive Session at 8:44 pm to discuss a personnel matter and reconvened at 8:55 pm.

There being no further business, upon the motion of Mr. Rodgers, seconded by Mr. Farrall, the Board voted unanimously to adjourn at 8:56 pm.

Respectfully submitted,

A large, stylized handwritten signature in black ink, appearing to read 'K. V. Farrall', is written over the typed name and title.

Kenneth V. Farrall
Secretary



MUNICIPAL AUTHORITY

Ralph Harvey, *Chairman*
Donald Atkiss, *Vice Chairman*
George Landis, *Asst. Secretary*
Barry Wert, *Secretary / Asst. Treasurer*
Charles Sibel, *Treasurer*

GHD Inc ~ *Engineer*

Hamburg, Rubin, Mullin,
Maxwell & Lupin ~ *Solicitor*

HATFIELD TOWNSHIP MUNICIPAL AUTHORITY

PUBLIC MEETING

July 9, 2024 7:00 PM

- I. Call to order by the Chairman -
Executive Session Announcement – Mr. Harvey made the announcement that the Board was in Executive Session to discuss personnel matters and litigation.
- II. Roll call by Secretary – Mr. Wert called the roll. In attendance are Board members Ralph Harvey, Chairman, Don Atkiss, Vice Chairman, Charles Sibel, Treasurer, Barry Wert, Secretary, and George Landes, Asst. Secretary. Also in attendance are Pete Dorney, Executive Director, Corey DeSimone, Plant Manager, Joe Stammers, Associate Plant Manager, Paul Mullin, Solicitor, and Lakshmi Pandangri of GHD sitting in for Charles Winslow, who is on vacation.
- III. Approval of minutes for June 11, 2024 Public Meeting – Mr. Atkiss made a motion to approve the minutes as written, seconded by Mr. Wert and approved by the Board, with the exception of George Landes who abstained due to his absence at the June meeting. At this point a motion was made by Mr. Wert, as discussed in Executive Session, for Mr. Dorney to prepare new job descriptions for future use for the two office personnel that have, and continue to demonstrate the extraordinary work and duties that they have done, and to approve the merit increases for each of them in accordance with their positions and their duties. The motion was seconded by Mr. Sibel and approved by the Board.
- IV. Citizen's comments - None
- V. Union – None
- VI. Montgomery Township – We are coordinating a meeting with MTMSA's consulting electrical engineering firm for a site visit and discussion regarding the Grid Replacement project. Our engineer is on vacation, so we need to wait until at least Monday the 15th of July to do so.
- VII. Executive Director's Report

- A. NPDES Permit Appeal Update – nothing new to report
- B. Office Addition Update – The contractor is finishing up the project. In particular, the reconditioned bathrooms should be finished Wednesday July 10, the carpet should be finished Thursday July 11 and Friday, and paving should be done next week. Plus the final grading in the front needs to be finished.
- C. Plant Electrical Grid Update – GHD is working on a comparison of several different project alternatives we can evaluate based on cost and effectiveness, particularly to protect us from PECO outages.
- D. Flood Wall Update – nothing new to report
- E. Rerate Update – nothing from DEP, but in light of our Chapter 94 report for 2023 there really should be nothing they could require at this point.
- F. Solar Power Update- continues on hold until someday we finish the Grid project.
- G. Developer's Capacity Request at Leon Drive. – Mr. Dorney and Mr. Mullin prepared a conditional capacity letter for the proposed development at 336 Orvilla Road. It says that there is currently no available capacity in the existing sewer line, and in order to connect the new units, the sewer line would need to be upgraded, at the sole cost of the developer, with the approval of GHD and HTMA.

VIII. Pretreatment Report – Mr. DeSimone reported on the following:

- A. EPA has finished their review of and approved our local limits submission.
- B. Lucerne has exceeded their Permit values for their flow. They have been informed, and they have asked for some time to evaluate whether or not they can find ways to decrease their water usage. Mr. DeSimone has concurred, and in the mean-time has provided them with the tapping fee cost should they not be able to decrease their flows.

IX. Engineer's Report

- A. Project Requisitions – Ms. Pandangri presented the requisitions to the Board:
 - 1. Admin Bldg Addition in the amount of \$81,484.84
 - 2. Electric Grid Replacement in the amount of \$47,332.97

X. Solicitor's Report

- A. Mr. Mullin reported that he will be having a meeting with Imprint and their attorney and HTMA's inspector, as the sewer line they discharge into was blocked with what appears to have been large amounts of fats and greases, and this caused issues with the other users on the same line. Our inspector has informed Imprint that they, or the property owner, will have to install a grease trap, thus the meeting.
- B. Mr. Mullin reported that we are dealing with a house that was found to not have been paying sewer bills for well over 3 years. Apparently, the house had burned and was

unoccupied for a while, and HTMA was unaware it was again occupied. Mr. Mullin mentioned that we can only get 3 years of back sewer fees per statute. The house is being sold so we should be able to collect the back sewer rentals prior to, or in conjunction with settlement.

XI. Treasurer's Report and Discussion

- A. Approval of Bills – After question and discussion, Mr. Sibel made a motion to accept the bills and requisitions, seconded by Mr. Atkiss and approved by the Board.

XII. Old Business

- A. Sewer liner finished at Rebecca – the liner sewer line below the terminus of the Pine Street sewer line replacement has now been installed by SWERP, of approximately 1,200', and two manholes have been rehabilitated. Once the sewer line had been temporarily bypassed during this project, our Road Crew was able to televise and view how bad this section of sewer line actually was, to the point that the small drainage basin swale that was dry prior to the installation, was not dry after the installation, indicating that runoff water was most likely making its way into the sewer line there.

XIII. New Business

- A. June 14 power outages – due to several short duration power outages on both PECO services on June 14, we had to operate the Plant on generator power for a short duration, and shut down the incinerator. We also have had 3 other PECO power outages since March, one of which caused down-time of the incinerator of about 6 hours after power was restored, before the issue could be resolved and we could again begin processing sludge.
- B. Secondary Clarifier Brushes – Ford Hall Company began installation of the new brush system for both clarifiers today, July 9. They should be done by the end of the week.

XIV. Other Business

- A. Pre-cooler inspection – IFCO was here to remove, inspect and measure the incinerator's pre-cooler system in order to evaluate whether or not it can be improved or rebuilt. They also measured the 36" steel duct above the pre-cooler, as it needs to be replaced due to corrosion and degradation sooner rather than later. We have received preliminary cost estimates, but now that they have exact measurements, they will provide a more specific estimate.
- B. Midway Costars participation – we received an email that Midway, a company we deal with is now COSTARS participating. This company can provide us with the replacement IR pumps and RAS pumps we need at about 50% of the cost that Schreiber quoted us.

C. Pension Plan – preliminary evaluation of our Pension Plan looks good for our official report coming soon.

D. August 22nd will be our annual picnic. Invitations will be forthcoming.

XV. Adjournment – Mr. Landes made a motion to adjourn the meeting at 7:37 PM, seconded by Mr. Wert and approved by the Board.

Submitted by,

A handwritten signature in blue ink, appearing to be "B. Wert", written in a cursive style.

Secretary