

June 18, 2020 Minutes

The Telford Borough Authority Meeting held this date was called to order at 6:00 p.m. by Chairman Timothy Hagey, with the following members in attendance: John Harrell and Robert Nice. Also present were Manager Mark Fournier, Public Works Director Gary Yoder, Solicitor Jim Jacquette, Engineer Patrick DiGangi and Recording Secretary Megan McShane. David Musselman participated via telephone. Abram Diehl was absent.

APPROVAL OF MINUTES: Minutes of the May 21, 2020 Authority meeting were approved unanimously (4-0) by a Harrell/Musselman motion.

COMMENTS FROM AUDIENCE: There were no comments from the audience and no calls were received prior to the meeting with any questions from the public.

DISCUSSION ITEMS:

1. CCR Discussion

Board Member John Harrell began a discussion about TBA's Consumer Confidence Report, and asked if there was a different way that TBA could distribute the CCR.

Chairman Timothy Hagey commented that Warminster Municipal Authority's CCR is more mechanical. Mr. Hagey added that he just received his CCR at home from North Wales Water Authority and customers receive a postcard that directs them to the full report on a separate website.

Manager Mark Fournier informed the Board that when the CCR was originally developed, it was thought of as a tool to communicate with TBA's customers.

Mr. Fournier reviewed the current costs for the CCR, which is a total of \$7,667.20 and includes labor, postage, printing and CKS development fees.

Mr. Harrell stated that he would like to look at the financial benefit going forward of perhaps distributing the CCR another way. Mr. Hagey stated that he loves the brochure, he believes it projects a nice image and that it's marketing money well spent. Board Member David Musselman stated that he personally likes the brochure, and added that some people have no access to a computer or smart phone and they probably like seeing it in print form.

2. Status of West Broad Street Water & Sewer Line Replacement between Third Street and Telford WWTF

Mr. Fournier advised the Board that Mr. Harrell asked that this item be added to the agenda for discussion. Mr. Fournier added that TBA has previously submitted 2 grant applications for this project in 2016 and 2018, and this project is currently budgeted in TBA's 10-year-plan for next year. The water line has to be completely replaced and the road will need to be paved, and the work must be done by an outside contractor since TBA does not have the proper traffic control equipment to do it.

Mr. Harrell asked why TBA stopped applying for grants. Mr. Fournier explained that it costs approximately \$5,000 each time we apply. Mr. DiGangi stated that there was no rhyme or reason as to why TBA didn't receive this particular grant; it could be because TBA has received grant funds for other projects.

Mr. Hagey asked if there are any grants currently available, and Mr. DiGangi informed the Board that there may be funds available in September. Mr. Harrell stated that if we can spend funds on the CCR, then let's spend it on a grant application. Mr. Hagey asked the other Board members if they want to spend money to try and obtain grant funds for this project, and it was the consensus of the Board that yes, they want to authorize CKS to make this grant application in the fall.

TREASURER'S REPORT: Accepted as presented.

WATER DEPARTMENT REPORT: We received a written report for the file.

COLLECTION REPORT: We received a written report for the file.

Mr. Fournier reported that SWERP completed the sewer relining on Branch, Colonial, Franconia & Ridge Avenues.

Mr. Yoder informed the Board that we are waiting for the delivery of parts to start the South Lift Station electrical rehabilitation project.

WASTEWATER TREATMENT REPORT: We received a written report for the file.

Mr. Fournier reported that DEP came to the WWTF to close out the SSO that occurred in April. He also informed the Board that the 4,000-hour maintenance was completed on the centrifuge.

PTWA REPORT: We received a written report for the file.

SOLICITOR'S REPORT: We did not receive a written report for the file.

Solicitor Jim Jacquette gave an overview of the TMDL conference call he participated in along with John Hall, EPA and the Department of Justice.

Mr. Jacquette reported that he sent a revised draft of the Lutheran Home agreement to Mark Fournier and Patrick DiGangi today, and he also sent a letter after last month's Authority meeting to Indian Ridge Provisions, reporting their latest quarterly usage. He received no response.

Mr. Jacquette also reported that Fresco is currently in project review, and CKS is working on their land development review. Mr. DiGangi reported that a notation will be made in the review letter to Fresco that a usage audit will have to be performed. Mr. Hagey instructed Mr. Jacquette to put Fresco on notice advising them that they will need to pay TBA for their water and sewer usage above the amount they have reserved.

A brief discussion was held by the Board regarding the replacement of Board members.

ENGINEER'S REPORT: We receive a written report for the file.

Mr. DiGangi reported that the Fresco land development review letter is ready to go out tomorrow.

MANAGER'S REPORT: We received a written report for the file.

Mr. Fournier reported that the staff is currently looking at finances for the Borough and Authority and reviewing what purchases or projects may need to be deferred until later in the year or next year.

Mr. Harrell asked for an update on the water/sewer billing & delinquencies and Mr. Fournier informed him that collections are good.

OTHER BUSINESS:

Payment of the bills and requisitions for the month of May in the amount of \$311,038.43 was approved unanimously (4-0) by a Harrell/Musselman motion.

Mr. Hagey asked for clarification on the Franc Environmental expenditure. Mr. Fournier explained that TBA has our sludge hauling contract with Franc for the WWTF.

Signing of the checks was approved unanimously (4-0) by a Harrell/Nice motion.

PENDING ITEMS:

- Solicitor to provide draft agreements to the Board for Indian Ridge Provisions and Fresco.
- Site visit to Well #1 at a future meeting.

The meeting was adjourned at 7:15 pm by a Nice/Musselman motion.

Respectfully submitted,

John Harrell

Secretary