

## April 16, 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 people in attendance: Manager Mark Fournier, Public Works Director Gary Yoder and Recording Secretary Megan McShane. The following people participated via telephone: John Harrell, David Musselman, Robert Nice, Solicitor Jim Jacquette and Engineer Patrick DiGangi. Abram Diehl was absent.

APPROVAL OF MINUTES: Minutes of the February 20, 2020 Authority meeting were approved unanimously (4-0) by a Musselman/Nice motion.

COMMENTS FROM AUDIENCE: There were no comments from the audience.

### DISCUSSION ITEMS:

1. A Harrell/Musselman motion carried unanimously (4-0) authorizing the Manager to contact H2O and advise them to pay 10% of the penalty from their February, 2020 quarterly bill, since this was their first late offense. The amount of the penalty will be \$245.38.
2. A Musselman/Nice motion carried unanimously (4-0) authorizing the purchase of a 2017 skid steer with additional options from Case Power, in the amount of \$59,330.20. The machine has 413 hours on it and the options that will come with it include a pallet fork, snow pusher and brush cutter. This piece of equipment will address the needs of the WWTF and can be used for easement mowing, water line projects and other needs that may arise for the Authority. It will also result in a yearly savings of \$5,000 for TBA, since we will no longer need to rent a machine to do the easement mowing.
3. A Harrell/Musselman motion carried unanimously (4-0) awarding a contract to Swartley Brothers for \$17,907 to do the electrical upgrades at the South Lift Station. Three quotes were obtained for this work and Swartley Brothers was the lowest quote.
4. Solicitor James Jacquette updated the Board on the status of the tapping fee payment from Indian Ridge Provisions. The solicitor for Indian Ridge Provisions informed Mr. Jacquette that the business has been affected by the Coronavirus, and the company is requesting a delayed payment to TBA. Mr. Jacquette confirmed to the Board that Indian Ridge fully intends to make this payment once circumstances improve. Chairman Timothy Hagey stated that he has no problem with waiting for the payment, and that the Solicitor should communicate to Indian Ridge what the fee is and what the payment plan is.

Board Member John Harrell asked Manager Mark Fournier what vehicle TBA has in place to go back and review accounts/instances like this. Mr. Fournier stated that historically TBA has reviewed the usage/account when there was an expansion. Mr. Harrell then asked Mr. Fournier what TBA will do going forward, with Indian Ridge and others. Mr. Fournier stated that once the tapping fee payment has been settled, TBA can look at it every 2 years. Mr. Harrell stated that he does not think that's enough. Mr. Fournier stated that the staff can do whatever the Board wants to do, and that TBA's software people have the ability to put an indicator on industrial and commercial accounts when usage goes over a certain amount. Mr. Harrell stated that it's an excellent plan and Mr. Jacquette recommended the software enhancement. Mr. Jacquette added that he will take a reasonable approach to the payment plan for Indian Ridge. Engineer Patrick DiGangi asked if the payment plan will be drawn up in an Agreement and Mr. Jacquette confirmed that it will.

TREASURER'S REPORT: Accepted as presented for the months of February and March.

### OTHER BUSINESS:

Payment of the bills and requisitions for the month of February in the amount of \$342,217.49 and for the month of March in the amount of \$354,031.26 was approved unanimously (4-0) by a Harrell/Musselman motion.

Board Member Robert Nice asked for clarification on the \$10,000 expenditure to the Commonwealth of Pennsylvania. Mr. DiGangi clarified that this is a required yearly operation fee that TBA must pay. Mr. Nice then asked for clarification on the \$6,956.78 expenditure to Warminster Municipal Authority. Mr. Hagey clarified that TBA purchased approximately 100 Sensus meters from Warminster Municipal Authority, adding that Warminster does not use Sensus meters anymore.

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

Mr. Harrell asked for an update on Well #5. Public Works Director Gary Yoder informed the Board that the well was put back in service today, but not all of the testing is complete yet. Mr. Yoder added that the well should be back up on Monday.

Mr. Harrell asked the staff to obtain some cost information from A.C. Schultes for the May meeting regarding preventive and predictive maintenance, and what the cost would be to put in a submersible or high efficiency motor, so this could give TBA an idea of potential savings for future well projects.

PENDING ITEMS:

- For May meeting, provide the following information from A.C. Schultes:
  - Cost of new high efficiency motor in place of rebuild of existing.
  - Annual operating cost comparison with high efficiency motor over existing motor based on average pump run time.
  - Replacement cost with submersible.
  - Annual operating cost comparison.
  - Preventive and predictive maintenance services i.e. ultrasonic/vibration analysis, etc.
  - Cost of PM services for just the operating equipment and for the whole pump house.
- Site visit to Well #1 at a future meeting.

The meeting was adjourned at 6:40 pm by a Harrell/Nice motion.

Respectfully submitted,

Mark D. Fournier

Assistant Secretary