

# MINUTES

LOWER SALFORD TOWNSHIP AUTHORITY

20 June, 2023

The Meeting of the Board of the Lower Salford Township Authority was held on June 20, 2023, at the Lower Salford Township office 379 Main Street, Harleysville PA. The meeting was called to order at 7:30 p.m. by Karl Janetka, Chairman.

## PERSONS IN ATTENDANCE:

- A. Member: Karl Janetka, Chairman; Richard Prescott, Vice-Chairman; Dave Scheuren, Secretary; and James Natale, Treasurer.
- B. Staff: Craig Forwood, Operations Manager; Connie Weimer, Business Manager; Merle Ochrach, Esq., Hamburg Rubin Mullin Maxwell & Lupin; and Tom Duffy, P.E. Gilmore & Associates Inc.

## APPROVAL OF MINUTES:

Upon the motion of Mr. Prescott, seconded by Mr. Scheuren, the Board voted to approve the Minutes of the May 17, 2023, meeting by a vote of 4 in favor, 0 against.

## PUBLIC FORUM:

None.

## TREASURER'S REPORT:

The written report of the Treasurer, dated June 20, 2023, was distributed and is attached to the Minutes as Exhibit "A." The activity of \$374,903.43 includes Operating Expenses for \$120,732.72, Capital Requisitions for \$169,600.24, PLGIT Procurement Card for \$23,395.35 and \$61,175.12 for payroll, federal and state tax transfers. There were \$8,707.06 of Professional Services Escrow Releases, and no Construction Escrow releases and no Maintenance Bond releases. Upon the motion of Mr. Prescott, seconded by Mr. Scheuren, the Board voted to approve the June 20, 2023, Treasurer's Report by a vote of 4 in favor, 0 against.

## SOLICITOR'S REPORT:

Ms. Ochrach reported on the several development projects and the Quarry Road sewer easement agreements. She advised the Board of an item for executive session.

## ENGINEER:

Mr. Duffy presented the 537 Service Area Evaluation memo dated June 16, 2023. A copy of the memo is attached to these minutes as Exhibit "C". The project was to evaluate the Authority's service area for the purpose of determining the ultimate sewage flows to each of the Authority's sewage treatment plants. He discussed the background of the 537 Plan done in 2011, and the current Chapter 94 Report. The approach included the review of each parcel within Lower Salford Township using the current zoning map and land use regulations to estimate the number of EDUs for undeveloped land. He provided a summary table of the sewage capacity for each plant both inside and outside of the current 537 Plan. Upon further discussion, the Board requested Mr. Duffy prepare an executive summary of the evaluation for the next meeting.

PLANT OPERATIONS REPORT:

- A. The Plant Operations Report dated June 20, 2023, was distributed, and is attached to these Minutes as Exhibit “B.”
- B. The monthly flow comparison reports for May 2022 and May 2023 were distributed to the Board Members and are attached to these Minutes are Exhibit “C.”
- C. **Mainland Plant Orbal Controller Contract** – Mr. Forwood presented a proposal from Allied Control Services, Inc. for a valve actuator control panel and SCADA system integration in the amount of \$38,705. Upon the motion of Mr. Prescott, seconded by Mr. Scheuren, the Board voted to approve the proposal from ACS for the Mainland Plant orbal project in the amount of \$38,705, by a vote of 4 in favor, 0 against.
- D. **Mainland Plant NPDES May 2023** – Mr. Forwood reported the Mainland Plant missed permit requirements for CBOD in May.

BUSINESS MANAGER’S REPORT:

- A. No Business Report was prepared for the meeting.

OLD BUSINESS:

**Staffing Requirement** – Mr. Forwood discussed the schedule for classes to prepare for the DEP Operator’s license exam. The sections required for an operator’s license include general, collection, and activated sludge. He will have more information for the next meeting.

Ms. Weimer reported the transition of the development project management to the engineer has been discussed.

NEW BUSINESS:

None.

EXECUTIVE SESSION:

At 7:40 p.m., the Chairman announced a recess of the Board to executive session. The regular meeting resumed at 8:00 p.m.

ADJOURNMENT:

There being no further business, upon the motion of Mr. Prescott, seconded by Mr. Janetka, the Board voted to adjourn the meeting at 8:33 p.m. by a vote of 4 in favor, 0 against.

Respectfully submitted,

Connie Weimer