

MINUTES

LOWER SALFORD TOWNSHIP AUTHORITY

5, February 2025

The Meeting of the Board of the Lower Salford Township Authority was held on February 5, 2025, in person and via Zoom. The meeting was called to order at 7:00 a.m. by Karl Janetka, Chairman.

PERSONS IN ATTENDANCE:

A. Members: Karl Janetka, Chairman; Dave Scheuren, Vice-Chairman; and Jim Natale, Treasurer.

B. Staff: Craig Forwood, P.E. Operations Manager; Connie Weimer, Business Manager and Denise DuBree, Sr. Financial Analyst.

APPROVAL OF MINUTES:

Upon the motion of Mr. Natale, seconded by Mr. Scheuren, the Board voted to approve the Minutes of the December 4, 2024, meeting by a vote of 3 in favor, 0 against. There was no meeting on January 1, 2025.

PUBLIC FORUM:

None.

OPERATIONS MANAGER:

- A. **Long Term Project Report** – Mr. Forwood presented his report. A copy of the report is included with these minutes. Mr. Forwood reported that Gilmore is working on the design for the Quarry Road force main project. Sewer Specialties identified an area at Carrie Lane to the Harleysville Plant that is leaking. The staff will be installing the recently purchased flow meters into the collection system.
- B. **Mainland Plant – Replace Flat Roof Costars \$231,000** – Mr. Forwood presented arial views of the flat roof portion of the Mainland Plant. The roof is leaking in multiple spots. The project has been on the capital budget at an estimated cost of \$80,000. Atlantic Roofing provided a detailed quote of \$231,000. The quote included the removal of the HVAC systems that are no longer in use. It also includes removal of multiple roof layers. There was a discussion to consider phasing the project into two areas. Area A & B would be the first priority and area C could be done at a later date. The Board advised Mr. Forwood to obtain a breakdown of the phases by Atlantic Roofing. In addition, he is to obtain a second quote from another vendor for the next Authority meeting.
- C. **Alderfer Pump Statin Cathodic Protection** – Mr. Forwood reported that he contacted another vendor to obtain an additional quote. The vendor indicated he would not be interested in the project, but confirmed the original quote was reasonable. Based on the Board's approval at the January 21, 2025 meeting, Mr. Forwood will proceed with the original vendor for the repair.
- D. **Purchase New Computers \$3,282.04** – Two new computers were purchased in January. One for the SCADA system to replace the 2018 hard drive and a new laptop for the new hire in the Business Office.
- E. **Mainland Plant Effluent Sampler Costars Quotes** – Mr. Forwood reported on continuing problems with the effluent sampler. The recommendation is to relocate the sampler from the inside to the outside. The staff will install a concrete pad. The Costars quote is \$9,889. The Board agreed to the recommendation to purchase the new sampler.

BUSINESS MANAGER:

- A. **130 Christopher Lane Service Request** – The Authority received a request form the new owner in the industrial park lot #13 to build a 27,500 sq. ft. building with 20 light industrial units. Mr. Duffy prepared the initial service request review letter for the Board’s consideration. Ms. Weimer requested the Board’s consideration to reduce the professional services escrow from \$10,000 to \$5,000 as this is a building lot with no facilities to be dedicated to the Authority. Upon the motion of Mr. Janetka, seconded by Mr. Scheuren, the board voted to approve the service request and the reduction to \$5,000 for the escrow, by a vote of 3 in favor, 0 against.
- B. **310 Covenant Lane – Covenant Presbyterian Church Addition** – Ms. Weimer presented the description for the proposed addition to the church. Based on a review of the water records, the church continues to remain within the current purchased sewer capacity. Mr. Duffy’s review letter confirmed that no additional capacity would be required at this time.
- C. **224 Orchard Lane Adjustment for 2016 EDU** – The current owner of the property will not move forward with the minor subdivision plans from 2016. At that time, DEP approved the EDU for the building lot. In order to release the EDU, DEP requires a letter of explanation signed by the current owner, Lower Salford Township and the Authority. The letter has been signed by the owner and the township. The Board agreed to execute the letter.

OLD BUSINESS:

Staffing Update – Effective February 3, 2025, Ms. Nester is working from home at 20 hours per week. Ms. Firth accepted the part-time position in the Business Office. She will start on February 11, 2025, and will work 20 hours per week.

NEW BUSINESS:

None

EXECUTIVE SESSION:

The Board retired into executive session at 7:35 am for the purpose of a personnel matter. The public meeting was reconvened at 7:38 am.

ADJOURNMENT:

There being no further business, upon the motion of Mr. Scheuren, seconded by Mr. Natale, the Board voted to adjourn at 7:40 a.m. by a vote of 3 in favor and 0 against.

Respectfully Submitted,

Connie Weimer