



## MEETING MINUTES

May 28, 2024

7:30 PM

Approved

In attendance (virtually): J. Samarco, Chairman, B. Watts, Vice-Chairman, J. Shipe, Member, L. Schack, Member, R. Maas, Member, G. Matthew Brown, P.E., DEE, Authority Administrator, and Karl Schmit, P.E. and David Schlott, Jr., P.E., ARRO Consulting, Inc.

### **Call to Order**

J. Samarco called the meeting to order at 7:30 PM.

### **Approval of Minutes**

Draft minutes of the April 23, 2024 meeting were discussed. J. Shipe moved to approve the minutes as submitted. L. Schack seconded. It was so moved.

### **Approval of Payments**

Following a brief discussion, R. Maas moved to approve the payments for May 2024. L. Schack seconded. It was so moved.

### **Treasurer's Report**

Following a discussion and several questions, B. Watts then made a motion to accept the balance sheet and the statement of revenues and expenses as submitted in good faith by the Township Treasurer. R. Maas seconded. It was so moved.

### **Authority Administration Reports**

M. Brown noted that all facilities were operating well and within permit. He provided a monthly update on land available for disposal. He noted there was no update from the developer looking to partner with the Authority for land procurement in West Vincent Township (WVT). M. Brown noted he would continue to monitor the progress of the project.

M. Brown noted that the Authority/Township remains in the running for the purchase of the Senn Property, and that there were legal matters with the offer the Authority should discuss in Executive Session.

M. Brown noted the Township received additional comments on the Act 537 Plan from DEP. He noted that ARRO had assembled a response to each of the comments that required review. He said the response to DEP would be imminent.

M. Brown noted bids were received for the Milford Farms project and the apparent qualified low bidder for General Construction was Almeida and Hudak for \$2,228,635. The apparent qualified low bidder for Electrical Construction was ElectraTech Services for \$128,750. Based upon the Engineer's review of the contractor's experience and qualifications, they were recommending the Authority permit an Intent to Award Letter be issued to the low bidders. Contracts and bonds will be approved next month. He reminded the Authority the engineer's estimate was \$3,248,000 for the combined contracts. The bids came in \$890,615 below the estimate plus the Authority secured a \$1,035,000 grant from the State for the project. M. Brown noted that due to the very close proximity of the lower bidders for General Construction he felt they received a proper bid and the engineer's estimate was high.

B. Watts moved and J. Samarco seconded a resolution to authorize the issuance of Intent to Award letters to the low bidders. It was so moved.

Following several additional questions and a brief discussion on the reports, J. Shipe made a motion to accept the Authority Administrators' Reports as submitted. B. Watts seconded. It was so moved.

### **Executive Session**

J. Samarco called an Executive Session to order at 8:17 PM to discuss legal issues. The Executive Session was terminated at 8:44 PM.

### **Open Session**

No member of the public was present.

### **Next Meeting Date: June 25, 2024 - 7:30 PM**

J. Samarco noted the date and time of the next meeting of the Authority. M. Brown noted that the meeting would be in-person at the Township building.

### **Adjournment**

There being no further business to be brought before the Authority, J. Shipe made a motion to adjourn the meeting at 8:45 PM. B. Watts seconded. It was so moved.

Respectfully submitted,

G. Matthew Brown, P.E., DEE  
Authority Administrator