



## MEETING MINUTES

January 28, 2025

7:30 PM

**Approved**

In attendance: Joe Samarco, Chairman, Bob Watts, Vice-Chairman, Jack Shipe, Member, Bob Maas, Member, G. Matthew Brown, P.E., DEE, Authority Administrator and David Schlott, Jr., P.E., ARRO Consulting, Inc.

The meeting was held at the Township Building, 140 Pottstown Pike, Chester Springs PA 19425

### **Call to Order**

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

### **2025 Reorganization**

J. Samarco requested M. Brown conduct the election of Chairman for 2025. M. Brown noted the memo from G. Jonik in the packet that shared in past practices the Authority would have a "rolling" Chairman allowing each member to serve as Chairman in successive years. Based upon that practice B. Watts would be the next member to serve in the Chairman position. J. Shipe made a motion to continue this practice and have B. Watts serve as Chairman for 2025. R. Maas seconded. It was so moved. M. Brown then turned the meeting back to the B. Watts to continue with the reorganization.

B. Watts then noted R. Maas would be the next in line to serve as Vice-Chairman. J. Shipe then moved and J. Samarco seconded that R. Mass serve as the 2025 Vice-Chairman. It was so moved.

B. Watts then requested a motion from the Board to appoint the professionals to serve the Authority for 2025 as follows:

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

Authority Solicitor – Christopher E. Frantz, Esq.

Authority Engineer – ARRO Consulting, Inc.

Authority Operator – Clean Water, Inc.

J. Samarco moved to appoint the professionals listed for 2025. R. Mass seconded. It was so moved.

### **Approval of Minutes**

Draft minutes of the December 17, 2024 meeting were discussed. J. Samarco moved to approve the minutes as submitted. R. Maas seconded. It was so moved.

### **Approval of Payments**

Following a brief discussion and several questions, J. Shipe moved to approve the payments for January 2025. R. Maas seconded. It was so moved.

### **Treasurer's Report**

Following a discussion and several questions, J. Samarco made a motion to accept the balance sheet and the statement of revenue and expenses as submitted in good faith by the Township Treasurer. J. Shipe 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 shared that the Township Solicitor, Kristin Camp, had not received any response from the Senns regarding our updated modifications to the Agreement of Sale based upon the Senn's previous comments. He opined that the Senns were continuing to delay the process and questioned their sincerity over the Authority's purchase offer. Following discussion among the Board, it was agreed that another "ultimatum" on retraction of the offer of purchase should be issued if the Authority had not heard by the end of February. M. Brown said he would pass that along to the Township Solicitor.

M. Brown provided an update of the Milford Farms project and noted Payment Request No. 1 by Almeida and Hudak, the General Contractor, was included in the payments for the month.

M. Brown noted the Professional Services Agreement (PSA) by ARM included in the packet. He shared that ARM was the professional that performed the initial soil analysis on the Senn Property as a subcontractor to ARRO and noted the PSA as submitted did not accurately reflect the work that would be required. He shared that Karl Schmit, formerly of ARRO, was now with ARM and recommended the Authority allow him to negotiate and execute a time & material contract with ARM for soil work required should the Authority succeed in purchasing the Senn property. J. Samarco moved and R. Maas seconded to authorize the Administrator to negotiate and execute a time & material contract for the required work. It was so moved.

M. Brown then introduced the Draft 2025 Capital and Operating Budgets to the Board. He noted there was no rate increase proposed for 2025. He reviewed the need for a new bond issue to fund the next round of projects as delineated in the Draft Act 537 Plan currently with PADEP. He stated the bond issue was originally considered for 2026 but due to timing for funding with the Township, it may need to be moved up to 2025. The Authority reviewed the budgets, asked questions and made edits to the documents. This included the rate resolution accompanying the budgets. J. Shipe then

made a motion to adopt the Draft 2025 Operating and Capital Budgets and the Rate Resolution with the agreed edits. J. Samarco seconded. 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. R. Maas seconded. It was so moved.

**Open Session**

No members of the public were present.

**Next Meeting Date: February 25, 2025 - 7:30 PM**

B. Watts noted the date and time of the next meeting of the Authority. M. Brown noted that would be a virtual meeting.

**Adjournment**

There being no further business to be brought before the Authority, J. Shipe made a motion to adjourn the meeting at 8:07 PM. R. Maas seconded. It was so moved.

Respectfully submitted,

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