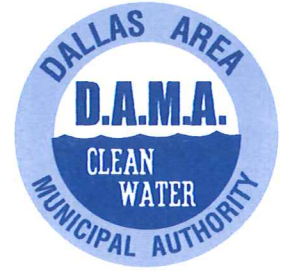


DALLAS AREA MUNICIPAL AUTHORITY

101 MEMORIAL HIGHWAY
SHAVERTOWN, PA 18708-9603
Phone: (570) 696-1133
Fax: (570) 696-2363



Web: www.damaonline.org
E-mail: office@damaonline.org

MINUTES DALLAS AREA MUNICIPAL AUTHORITY September 14, 2017

The Regular Board Meeting of the Dallas Area Municipal Authority was held at 7:00 PM, Thursday, September 14, 2017, at the DAMA Administration Building.

Board Members present: John Oliver, Tim Carroll, Brent Snowdon, Jeffrey Barrett, and Ryan Doughton.

Other officials present: Tom Keiper, Ryan Longfoot, Ed Hann, Susan Lee (DAMA), Benjamin R. Jones III, Esquire, DAMA Solicitor, and Brent Berger of Quad Three Group.

Mr. Oliver opened the meeting, took roll, and then opened the floor for Public Comments.

No Secretary's report was presented. On a motion by Mr. Doughton, seconded by Mr. Carroll and approved with all in favor the August 11, 2017 regular meeting minutes were approved as read.

Treasurer's Report

Mr. Snowdon submitted the wastewater division invoices totaling \$209,965.23 for approval. Following a detailed review of the wastewater division check register, a motion was made by Mr. Snowdon, seconded by Mr. Barrett, and passed on a unanimous roll call vote to pay the wastewater division invoices.

Mr. Snowdon submitted the solid waste division invoices totaling \$70,891.90 for approval. Following a detailed review of the solid waste division check register, a motion was made by Mr. Snowdon, seconded by Mr. Doughton, and passed on a unanimous roll call vote to pay the solid waste division invoices.

Mr. Snowdon reviewed the bank account balances and the Budget vs Actual report with the Board and opened the floor for questions. Mr. Oliver noted that in the absence of Mr. Jenkins there will be no personnel committee report, and called for the Executive Directors report.

DAMA Committee Report

None presented.

Executive Director's Report

Mr. Keiper reported that all of the MS-4 information except the mapping has been provided to the municipalities, and he will meet with Mike Schober next week to work on the design plan and set the program fees. The Board commented on their review of the draft version of the MS-4 plan.

Mr. Keiper reported that he will be speaking with Attorney Steven Hann tomorrow on the status of DAMA's appeal of the DEP imposed sewer connection moratorium. Mr. Carroll inquired as to approval of the Misericordia University sewer project. Mr. Keiper stated that he is working on approval and should have something shortly.

Engineer's Report

Mr. Berger reported that no planning approval has been received as of yet from PADEP for the Overbrook Road LPSS project, which also impacts the Act 537 Plan project. Mr. Keiper noted that Quad Three can still proceed with most of the preliminary work on the Act 537 Plan, and DAMA will continue to work on the sewage needs study.

Solicitor's Report

Attorney Jones provided the Board with an overview of the meetings that he and Mr. Keiper have attended to date at DAMA's member municipalities regarding approval of the ordinance required to implement the MS-4 program. Once the ordinance is approved, an agreement of inter-governmental cooperation must also be entered into.

Attorney Jones provided the Board with an update on the approval of a resolution by DAMA's member municipalities to implement a lateral inspection program. Once the municipalities approve the resolution, the details and scope of the inspection program will be developed.

Old Business

Mr. Keiper reported that the furnace truck recently rented from Rush Sales Company, dba Western Rentals, by the sewer division for use with the CIPP lining system was over its maximum vehicle weight for highway use as built. As such, DAMA has decided to build a furnace truck and the rental was returned. A bid in the amount of \$52,450 has been received for purchase of the furnace unit. Once the furnace has been secured, a Hino truck will be purchased for \$76,529 to mount the furnace in. Ed Hann noted that the overall cost to build the truck should come in around \$136,000, as opposed to a purchase price of \$158,000 for the used unit that was rented. Mr. Snowdon inquired how the truck will be paid for by DAMA as it is not in the current budget. Mr. Keiper stated that the money would come from the general fund account. Ed Hann noted that the new furnace will shorten CIPP curing time by an hour or so over the current furnace that DAMA is using. The existing furnace will then be used as a back-up unit.

**Page Three of Four
Minutes-September 14, 2017
Dallas Area Municipal Authority**

Mr. Keiper stated that this will also allow DAMA to install CIPP liners earlier in the Spring and later in the Fall. Following additional discussion on bids received for the new furnace, Mr. Oliver entertained a motion to approve the purchase. A motion was made by Mr. Carroll, seconded by Mr. Snowdon, and approved by a unanimous roll call vote to authorize the purchase of a new CIPP lining furnace at a cost of \$52,450.

New Business

Mr. Keiper advised the Board that the MSW Division would like to schedule a paper shredding event. Ryan Longfoot noted that it would be the second shredding event held this year, and would run from 10:00 AM to 2:00 PM on October 14, 2017. The previous event was well attended, and DAMA was reimbursed enough to pay for both events. Mr. Oliver entertained a motion to authorize the paper shredding event. A motion was made by Mr. Doughton, seconded by Mr. Snowdon, and approved by a unanimous roll call vote to hold the paper shredding event on October 14th.

Mr. Oliver entertained a motion for the purchase of a new Hino truck, in which the new CIPP lining furnace will be installed. A motion was made by Mr. Carroll, seconded by Mr. Snowdon, and approved by a unanimous roll call vote to purchase a new Hino truck from Nicholas Truck Sales for \$76,529.

Mr. Keiper presented the Board with several quotes to remodel the front office of DAMA, and requested permission to check out the quality of all three suppliers before making a final decision. Quotations received were as follows: Stone Office Equipment, \$10,674.77; BNC, \$8,864.05; and Creative Business Interiors, \$7,465 to \$9,650 depending on the quality of equipment chosen. Mr. Oliver entertained a motion to approve Mr. Keipers request. A motion was made by Mr. Snowdon, seconded by Mr. Barrett, and approved by a unanimous roll call vote to authorize Mr. Keiper to investigate and contract for remodeling the front office of DAMA.

Mr. Keiper presented the Board with several quotes for replacing the carpet in the front office of DAMA. Quotations received were as follows: Fashion Floor, \$1,826.; TufTex, \$1,873.; Modern Floor, \$1,950.;; and KW Carpet, 2,679. Mr. Oliver entertained a motion to authorize the purchase and installation of new carpet in the DAMA office. A motion was made by Mr. Doughton, seconded by Mr. Snowdon, and approved by a unanimous roll call vote to authorize the carpet purchase.

Attorney Jones provided the Board with an overview of two schedules that are attached to the Intergovernmental Cooperation Agreement (IGA) for creation of DAMA's Stormwater Management Division. The schedules define the T&M pollution reduction plan and DAMA's duties under the MS-4 agreement. Municipal adoption of the IGA is forthcoming.

**Page Four of Four
Minutes-September 14, 2017
Dallas Area Municipal Authority**

Supervisors Report

Ed Hann had nothing to report regarding the sewer division. Ryan Longfoot reported that construction of the truck wash at the MSW division site is nearing completion.

Mr. Oliver stated that following adjournment of the regular meeting, the Board will convene an Executive Session to discuss personnel issues. No additional business was discussed, and the regular meeting was adjourned at 7:45 PM.

Respectfully submitted:

**David Jenkins, Secretary
Dallas Area Municipal Authority**