

CHADDS FORD TOWNSHIP SEWER AUTHORITY  
Thursday, January 18, 2024  
7:00 P.M.

Board Members: Mark Stookey  
Ted Mennicke  
Bob Lohr

Also Present: Valerie Hoxter, Sewer Authority Manager  
Jim Flandreau, Solicitor  
Matt McAloon, Pennoni Associates

Not Present: Dennis Henry  
Amanda Konyk

**REORGANIZATION**

Call to Order

Amanda Konyk and Dennis Henry were unable to attend due to illness. This is a rescheduled meeting from January 16, 2024.

Election of 2024 Officers

1. Upon motion and second (Lohr/Mennicke) Mark Stookey was elected Chairperson for the 2024 calendar year.
2. Upon motion and second (Stookey/Lohr) Ted Mennicke was elected Vice Chairperson for the 2024 calendar year.
3. Upon motion and second (Stookey/Mennicke) Bob Lohr was elected Secretary for the 2024 calendar year.
4. Upon motion and second (Stookey/Lohr) Dennis Henry was elected Treasurer for the 2024 calendar year.
5. Upon motion and second (Stookey/Mennicke) Valerie Hoxter was elected Right to Know Officer for the 2024 calendar year.

Appointment of Professionals

1. Upon motion and second (Lohr/Stookey) James R. Flandreau, Esq. was appointed as Chadds Ford Township Sewer Authority Solicitor.
2. Upon motion and second (Lohr/Stookey) Pennoni Engineering was appointed as Chadds Ford Township Sewer Authority Engineer.
3. Upon motion and second (Stookey/Lohr) Leitzell & Economidis PC was appointed as Auditor for the Chadds Ford Township Sewer Authority.
4. Upon motion and second (Stookey/Lohr) Valerie Hoxter was appointed Chadds Ford Township Sewer Authority Manager/Assistant Treasurer/Assistant Secretary.

## Miscellaneous

1. Upon motion and second (Stookey/Lohr) S & T Bank, TD Bank, PLGIT were designated as Chadds Ford Township Sewer Authority depositories.
2. Upon motion and second (Stookey/Lohr) the Chadds Ford Township Sewer Authority meeting dates for 2023 were set as listed below:

**Sewer Authority Board** meets at **7:00 PM EVERY OTHER MONTH** on the third Tuesday as follows  
(except\*):

Tuesday, January 16, 2024  
Tuesday, March 19, 2024  
Tuesday, May 21, 2024  
**Tuesday, July 23, 2024\***

Tuesday, September 17, 2024  
Tuesday, November 19, 2024  
Tuesday, January 21, 2025

## REGULAR MEETING

### ANNOUNCEMENTS

The next Chadds Ford Township Sewer Authority Regular Meeting will be March 19, 2024. Chairman Stookey welcomed Supervisor Timotha Trigg, Alternate Township Liaison.

### Minutes

Upon motion and second (Mennicke/Stookey) the minutes from the November 28, 2023 Regular Meeting were approved.

### DELCORA

The DELCORA written report was submitted to the Authority. No violations were reported for November or December. There were extra hauling expenses during the recent rain events.

Mr. McAloon reported that DELCORA would like to purchase three small submersible pumps, one for each of the tanks if necessary for use during high rain events.

Upon motion and second (Stookey/Lohr) the purchase of three small submersible pumps and any associated equipment as recommended by DELCORA at a cost not to exceed \$6,000.00 was approved.

### ENGINEER

Mr. McAloon presented his written report.

The Authority continues to work on the well situation at the Turners Mill Treatment Plant.

The dialer at the Smithbridge Pump Station has faulty phone service. It is recommended to replace the copper phone line with wireless service. Mr. McAloon will work with Ms. Hoxter to review the options for this station.

A Feasibility Application has been received from the Brandywine Conservancy for their Murphy Road project. The Authority is currently waiting for more information from the Conservancy to respond to their Application.

The evaporation credit calculation for the Conservancy needs to be reviewed. Mr. McAloon will begin to explore how the credit is determined.

Demolition of the Ridings Treatment Plant should be completed in approximately two weeks from the date of this meeting. Landscaping will be discussed at the March meeting.

#### Manager

Ms. Hoxter presented her written report.

Negotiation and execution of the electricity contracts has been completed.

The new Merchant Services account has been set up. Ms. Hoxter has received a few complaints about the new policy of passing the merchant fee on to the customer.

The Authority is waiting for payment in full of the additional EDUs (almost \$60,000) for 1620 Baltimore Pike, which should occur at settlement in the next few days.

Modifications to the agreements with Carlino for the Bunch project continue.

#### Solicitor

As reported by Ms. Hoxter, the agreements for the Carlino/Bunch property continue to be reviewed by Mr. McAloon, Ms. Hoxter and Mr. Flandreau.

#### Treasurer

Ms. Hoxter presented the Treasurer's Report and reported that total operating income to date in 2024 is \$220,701.43.

Upon motion and second (Lohr/Mennicke) the ACH and check payments for December in the amount of \$55,830.58 were approved.

Upon motion and second (Lohr/Mennicke) the ACH and check payments for January in the amount of \$48,130.26 were approved.

There has been no change to the Construction in Progress total since the Authority's last meeting.

Ms. Hoxter noted the Authority has earned approximately \$109,225 in interest since investing began in 2016.

#### Public Comment

There was no public comment.

### Old Business

There was no Old Business.

### New Business

Ms. Stookey reviewed the proposal from Keystone Alliance to conduct a Tapping Fee Study.

Upon motion and second (Mennicke/Lohr) acceptance of the Keystone Alliance proposal in the amount of no more than \$6,000 was approved.

Ms. Hoxter presented Statement of Financial Interest forms for the year 2023 and informed all that they must be completed by May 2024.

### ADJOURNMENT

Upon motion and second (Mennicke/Lohr) the meeting was adjourned at 8:08PM.

Respectfully Submitted,

Valerie Hoxter