

LONDON GROVE TOWNSHIP MUNICIPAL AUTHORITY REGULAR MEETING MINUTES OF MARCH 6, 2017

ATTENDEES: Gerald Yeatman, Chairman Richard Scott-Harper, Vice Chairman
Constance Alegranti, Walter Borys - Board Members
Walter Borys – Excused Absence
Karen A. Linaweaver, Manager Ed Strauss, AECOM
0 Visitors

CALL TO ORDER: The Chairman called the meeting to order at 7:35 p.m.

CHAIRMAN ANNOUNCED THE MUNICIPAL AUTHORITY HELD AN EXECUTIVE SESSION ON FEBRUARY 6, 2017 TO DISCUSS PERSONNEL.

PUBLIC COMMENT:

- **NONE**

MINUTES REGULAR MEETING – FEBRUARY 6, 2017 - The minutes of the regular meeting held on February 6, 2017 were approved as presented. MOTION WAS MADE BY R. SCOTT-HARPER TO APPROVE THE MINUTES OF THE REGULAR MEETING HELD ON FEBRUARY 6, 2017 AS PRESENTED; SECONDED BY C. ALEGRANTI; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

FINANCIAL REPORTS FEBRUARY 2017:

- **FEBRUARY 2017 FINANCIAL REPORTS - Expenditures, Revenues & Transfers –**
The financial report's expenditures, revenues & transfers for February of 2017 were reviewed. MOTION WAS MADE BY R. SCOTT-HARPER TO APPROVE THE FEBRUARY 2017 FINANCIAL REPORT SUBJECT TO AUDIT; SECONDED BY C. ALEGRANTI; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.
- **BUDGET ANALYSIS 2016 –** The Manager presented the Board with a budget analysis for year ending 2016. As an overview of all the operating funds, the LGTMA met their budget expectations in both the expenditure and revenue categories. The expenditures were kept well under the budget expectations and the revenues were in the budgeted scope. C. Alegranti congratulated K. Linaweaver on her good work in keeping the expenditures under the budget.

CORRESPONDENCE:

- **NONE**

AUTHORITY REPORTS:

- **MUNICIPAL AUTHORITY STAFF REPORT:** The Municipal Authority Staff Report for the month of February was read and noted. There were questions about the replacement of Monitoring Well B at WWTP#1 and the south entrance gate repair.
- **PLANS:**
 - **NONE**
- **WATER REPORTS:**
 - **LABORATORY REPORTS –** The January and February Chester Water Authority reports were reviewed. The reports were found to be acceptable and in compliance with regulatory standards.

- **WATER FACILITY OPERATOR REPORT** – Rich Mattson's Water Operator Report for February was read and noted
- **SEWER REPORTS:**
 - **LGTMA SEWER OPERATOR REPORT** – Rich Mattson's Sewer Operator Report for the month of February was read and noted.
 - **SPRAY IRRIGATION REPAIR PROJECT** – The spray irrigation repair project has been completed. Rich Mattson, Tom Bolko and a laborer worked diligently to get the primary sprayfields at WWTP#1 repaired during January and February. Over seventy valves and numerous sprayheads were replaced. This project was a "win-win" for both the municipal authority and the golf course. A tour of the sprayfields with the Board Members will be scheduled in the month of May.
 - **CHAPTER 94 – YEAR 2016** – The PA DEP Chapter 94 report was prepared by K. Linaweaver with the assistance of Rich Mattson and Linda Dowdy. The report was submitted to PA DEP in sufficient time of the March 31st deadline. C. Alegranti commended K. Linaweaver of professionally producing the report and saving the Municipal Authority \$7,000 by preparing the report in house.
- **ENGINEER REPORT**
 - **AECOM MONTHLY REPORT** – The AECOM February Monthly Report was read and noted.

UNFINISHED BUSINESS:

- **NONE**

NEW BUSINESS:

- **RESIGNATION** – The Chairman announced that he received an email from Robert Vanella stating that he was resigning from the Board immediately effective March 2, 2017. MOTION WAS MADE BY C. ALEGRANTI TO ACCEPT THE RESIGNATION OF BOARD MEMBER, ROBERT VANELLA, EFFECTIVE MARCH 2, 2017; SECONDED BY R. SCOTT-HARPER; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.
- **ADVERTISE VACANCY** – MOTION WAS MADE BY R. SCOTT-HARPER TO ADVERTISE (VIA NEWSPAPER, WEBSITE, FACEBOOK, WEST GROVE MESSAGE BOARD & NOTIFY THE TOWNSHIP MANAGER TO ANNOUNCE AT THE BOARD OF SUPERVISORS MEETING) THE VACANCY TO FILL THE UNEXPIRED TERM: 1/1/15 – 12/31/19; SECONDED BY C. ALEGRANTI; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

EXECUTIVE SESSION: MOTION WAS MADE BY R. SCOTT-HARPER AT 8:00 P.M. TO CONVENE TO AN EXECUTIVE SESSION TO DISCUSS PERSONNEL AND TO CONTINUE THE REGULAR MEETING AFTER THE EXECUTIVE SESSION; SECONDED BY C. ALEGRANTI; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

REGULAR MEETING CONTINUED AT 8:12 P.M.

NEW BUSINESS:

- **EMPLOYMENT OPPORTUNITY-JOB OPENING - LABORER –** MOTION WAS MADE BY R. SCOTT-HARPER TO ADVERTISE FOR A FULL-TIME LABORER (\$11 - \$15 PER HOUR); SECONDED BY C. ALEGRANTI; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

ADJOURNMENT:

R. SCOTT-HARPER MADE A MOTION TO ADJOURN THE MEETING AT 8:25 P.M.; SECONDED C. ALEGRANTI; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

Respectfully submitted,

Karen A. Linaweaver
Municipal Authority Manager