

**LONDON GROVE TOWNSHIP MUNICIPAL AUTHORITY  
REGULAR MEETING  
MINUTES OF NOVEMBER 2, 2020**

**ATTENDEES:** Gerald Yeatman, Chairman  
Leland Key

Richard Scott-Harper, Vice Chairman

Ken Battin, Interim Manager  
Ed Strauss, Engineer

**CALL TO ORDER REGULAR MEETING:** The Chairman called to order the regular meeting of the Municipal Authority at 7:33PM. Due to the COVID-19 virus and social distancing the meeting was held via ZOOM.

**PUBLIC COMMENT:**

- **NONE**

**MINUTES: REGULAR MEETING – OCTOBER 5, 2020**

The minutes of the regular meeting held on October 5, 2020, were approved. MOTION WAS MADE BY R. SCOTT-HARPER TO APPROVE THE MINUTES OF THE REGULAR MEETING OF OCTOBER 5, 2020; SECONDED BY L. KEY; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

**MINUTES: SPECIAL JOINT MEETING – OCTOBER 26, 2020**

The minutes of the special meeting held on October 26, 2020, were approved. MOTION WAS MADE BY R. SCOTT-HARPER TO APPROVE THE MINUTES OF THE SPECIAL MEETING OF OCTOBER 26, 2020; SECONDED BY L. KEY; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

**FINANCIALS:**

- **Financial Report - Expenditures, Revenues & Transfers** – The financial report expenditures, revenues & transfers for the month of October 2020 were reviewed. MOTION WAS MADE BY R. SCOTT-HARPER TO APPROVE THE OCTOBER 2020 FINANCIAL REPORT SUBJECT TO AUDIT; SECONDED BY L. Key; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

**AUTHORITY REPORTS:**

- The Municipal Authority Staff Report for the month of October was read and noted.

- **WATER REPORTS:**

- **WATER FACILITY OPERATOR REPORT** – Water Operator Report for the month of October was read and noted. All operations were running normally throughout the month.

L. Key questioned the ongoing flushing of hydrants at the Estates of London Grove.

- **CHESTER WATER REPORT** – The CWA Lab Reports for September was read and noted.

- **SEWER REPORTS:**

- **LGTMA WWTP OPERATOR** –Sewer Operator Report for the month of October was read and noted.

R. Scott-Harper questioned the storage capacity; 60 days versus 66 days. After reviewing the previous months activity, 60 days is the correct capacity.

- **ENGINEER REPORT**

- **AECOM MONTHLY REPORT** – The AECOM October Monthly Report was read and noted.

**PLANS:**

- **NONE**

**UNFINISHED BUSINESS:**

- **MERNER FARM – ELECTRICAL SERVICE** – Received proposals from G.A. Vietri, Inc. (\$18,530.00) and Bore It, Inc. (\$9,955.00) to install the new service and remove the existing service.

MOTION WAS MADE BY R. SCOTT-HARPER TO APPROVE G.A. VIETRI, INC. (\$18,530.00) AND BORE IT, INC. (\$9,955.00) TO INSTALL THE NEW SERVICE AND REMOVE THE EXISTING SERVICE; SECONDED BY L. KEY; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

- **AG CHARTER SCHOOL REPAIR** – Work has been completed and waiting on their engineers documentation.
- **LEASEBACK** – A joint meeting with the MA and the TWP was conducted on October 26, 2020. After feedback for the meeting, the Water and Sewer Agreements were updated.

MOTION WAS MADE BY R. SCOTT-HARPER TO APPROVE THE WATER AND SEWER LEASE TO LONDON GROVE; SECONDED BY L. KEY; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

- **2021 PRELIMINARY BUDGET**

MOTION WAS MADE BY R. SCOTT-HARPER TO APPROVE THE 2021 PRELIMINARY BUDGET WITH CHANGES AS NOTED; SECONDED BY L. KEY; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

**NEW BUSINESS:**

- **BILL REDUCTION REQUEST, 820 EDNA JANE LANE** – Mrs. Connor is seeking a reduction from her water usage bill, due to a leaking toilet in the basement. R. Scott-Harper suggested that we maintain constancy and the homeowner be billed the same sewer rate as the 2019 fourth quarter and the homeowner would be responsible for the water usage.

R. SCOTT-HARPER MADE A MOTION TO REDUCE THE SEWER BILL TO BE CONSISTANT WITH THE FOURTH QUARTER OF 2019; SECONDED BY L. KEY; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

- **BILL REDUCTION REQUEST, 659 SLIGO ROAD** – Mrs. Taylor is seeking a reduction from her water usage bill, due to an outside spigot left on.

R. SCOTT-HARPER MADE A MOTION TO REDUCE THE SEWER BILL TO BE CONSISTANT WITH THE FOURTH QUARTER OF 2019; SECONDED BY L. KEY; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

- **UTILITY BODY SERVICE TRUCK** – A repair technician has determined that the vehicle has a blown motor and various other problems. After a discussion, the Board Members decided to replace the vehicle. Three COSTARS proposals were obtained and New Holland Dodge was selected for a 2019 RAM 3500 Chassis w/a 9' utility body for \$36,455.00.

R. SCOTT-HARPER MADE A MOTION TO PURCHASE THE 2019 DODGE 3500 WITH UTILITY BODY FROM NEW HOLLAND DODGE FOR \$36,455.00; SECONDED BY L. KEY; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

- **525 GAP NEWPORT PIKE** – 525 Gap Newport Pike has submitted applications to tie into the water and sewer system. After a discussion with the Board and Engineer it was decided to set the usage at 400 Gallons per Day and to be reviewed annually.

**ADJOURNMENT:**

R. SCOTT-HARPER MADE A MOTION TO ADJOURN THE MEETING AT 8:56 P.M.; SECONDED BY L. KEY; AND CARRIED UNANIMOUS BY A VOTE OF 3-0.

The next regularly scheduled meeting will be held on Monday, December 7, 2020, at 7:30 p.m.

Respectfully submitted,

Ken Battin  
Interim Municipal Authority Manager