

KELLY TOWNSHIP MUNICIPAL AUTHORITY 07/08/26 MEETING MINUTES

Attendance:

Secretary: Robert Hamm, **Asst. Secretary/Treasurer:** Clint Morris, **Vice Chairman:** Cody Lytle, **Solicitor:** Robin Martin, **Engineer:** Josh Satteson HRG, **Director:** Matthew Aikey, **Bookkeeper:** Kirsten C Minier.

A Quorum was established.

The meeting was called to order at 4:07pm by Vice Chairman Cody Lytle.

Citizens on Agenda: None

Motion by Secretary Robert Hamm was entertained & seconded by Asst. Secretary/Treasurer Clint Morris to approve the minutes, the KTMA financial reports and the Kelly Crossroads financial reports for May as recorded.

All in favor. Motion carried.

REPORTS

Solicitor's Report – Rob Martin, Esquire

811 Highland Ave - Ruth Snyder, follow up from last meeting. 811 Highland Ave was sold to a family member of previous owner for whom owes the KTMA \$600.00 + fees for a total of \$800.00, currently. It was decided to place a freeze on \$800.00. The writ of scire facias is in front of the judge & once he approves, KTMA should receive the \$800.00 debt owned.

Going forward the new owner will be billed for the sewer just as any other owner would be.

Engineer's Report – Josh Satteson (HRG)

Rt 15 Sanitary Sewer Forcemain Replacement Project

Pennvest Grant Request is prepared and KTMA is waiting on their auditor, Doug Parker, for the financial part necessary prior to submitting.

Motion waws made by Secretary/Treasurer Clint Morris & seconded by Secretary Robert Hamm to proceed with the Pennvest request as soon as possible in hopes of making the July 15 deadline.

Harold Pawling Lane

The Union County Commissioner did not take action on CDBG funds due to time constraints & will hold off on awarding and funds until their August meeting. Further discussion will take place prior to the August meeting at a work session on July 21, 2026, which Director Matthew Aikey mentioned he would like to attend.

Commissioner Stacey Richards had previously asked KTMA to include, in their request of CDBG funds, the cost to replace private sewer laterals for the low-income & elderly property owners. It was noted that at this time only approx. \$30,000 of the CDBG funds have been allocated to other projects.

Roundabout Project

All ROW (Right of Way) acquisitions have been prepared and once back, the township can begin negotiations with landowners. This is anticipated to begin in Spring of 2027.

For this project, KTMA plans to upsize our existing lines affected by 2". The Roundabout lines are original from the 1960's.

Executive Director's Report – Matthew Aikey

Kelly Crossroads Agreement

Currently on hold, surveyor has cancelled twice.

Sludge Income Report

Director Matthew Aikey provided spreadsheet with income & expenses from sludge hauling & in reality KTMA only makes roughly \$3,000 monthly vs what was previously thought to be significantly more. He did note, however, that this does include our plants sludge being hauled. Secretary Robert Hamm requested to know what the % of sludge being removed & treated comes from Kelly township vs hauled in sludge from other locations. Director Matthew Aikey stated that he will provide him with this information.

Capital Improvement Plan

At Master Plan meeting held previously on June 24, the consensus was for KTMA to do a major improvement plan with a rough estimated cost of \$5M for which they will work on seeking funding assistance. As result of the discussion at the Master Plan meeting, for the board meeting today, Engineer Josh Statteson (HRG) provided a draft of the improvements to be part of the major improvement plan which showed this estimated cost being closer to approx. \$3.9M. As part of the plan, he estimated that the cost to install each product would be 1 & 1/2x its cost. Vice Chairman Cody Lytle stated that he would like Director Matthew Aikey & Engineer Josh Statteson (HRG) to nail down the scope of work to that what which was only necessary along with "actual" costs, then prepare a quote to proceed with this project. Director Matthew Aikey & Engineer Josh Statteson (HRG) plan to meet with Robert Everitt at DEP to discuss the plan & what potentially may need permitting. Once they meet with DEP, they will relay that information back to the Board. Next monthly board meeting, Engineer Josh Statteson (HRG) will have a final proposal prepared to be voted on by the Board so that KTMA can move forward.

Riverwoods

Director Matthew Aikey has the first meeting with Riverwoods on July 21, 2026, in hopes to discuss how much land they are willing to sell and to discuss price.

Executive Session: At 4:49pm the Board entered an Executive Session to discuss a legal matter. With nothing further to be voted on by the Board members, it was decided by all members to conclude both the Board meeting & Executive Session at 5:12pm.

Respectfully Submitted,

By: 
Kirsten C Minier, Recording Secretary