KELLY TOWNSHIP MUNICIPAL AUTHORITY 06/10/26 MEETING MINUTES

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

A Quorum was established.
The meeting was called to order at 4:03pm by Chairman Chris Baylor.

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

Clawback agreement provided to Director, Matthew Aikey, to be acknowledged by each employee, spelling out that if KTMA pays for any voluntary job-related licensing, certifications or further education, the employee must fulfill a post-training retention period following the successful completion of the course or obtaining said license/certification. Board members were in general agreement to move forward with the clawback, with no formal motion or vote made at this meeting.

A writ of scire facias was filed for 811 Highland Ave, against previous owner, Ruth Snyder, for $600.00 plus any additional fees incurred. A signed order from the judge is currently pending, which will state that since we were unable to obtain the owed debt from the previous owner, the authority can then pursue the current owner for the delinquency. Solicitor, Robert Martin Esq, confirmed that a lien had been filed against the parcel, however it was not satisfied when the current owner purchased the property.

Engineer's Report – Josh Satteson (HRG)

Rt 15 Sanitary Sewer Forcemain Replacement Project
As part of the initial estimated proposal of $1.318M for the entire project, HRG provided a proposal for phase 1 of this project in the amount of $600,000. HRG's engineering costs were questioned and discussed further, showing that the overall costs are within the typical threshold; however, Josh Statteson also stated that this could go down. Discussion regarding who would handle the RPR inspections. A supplement form is required if the Authority decides to handle these RPR inspections that could then be submitted to Pennvest for reimbursement.

The option to complete the replacement all the way to the prison was revisited because of the significant amount of I&I the Authority is acquiring every rainfall.

Completion would be extended; however the design is done, the general permit has been obtained and the NPDS permit should be received within the upcoming two weeks. DEP would require planning & water quality management permits. Engineer, Josh Satteson estimates a three-year time frame if the Authority decides to switch plan to completing this project all at once.

The Authority questions the agreement they have with the prison, would they be required to reimburse the Authority funds for the project, how much of the project, would it affect the grants funds being applied for with Pennvest, etc.

With the unknowns and the discussion of changing the project to fully complete the line replacement in one phase, the Board members were in general agreement that further discussion is needed at a Master Plan meeting, prior to acting on HRGs proposal, with no formal motion or vote made at this meeting.

Harold Pawling Lane
Robert Hamm and Engineer Josh Satteson were unable to connect with Union County Commissioners regarding the Authority requesting additional funds. Fund distribution decisions are made in June. Time prohibits any further funding requests.

Roundabout Project
Final cost estimate of $600,000 is down from $750,000 initially.

Executive Director's Report – Matthew Aikey

Kelly Crossroads Agreement
He emailed Attorney Matson to request further discussion, pending a reply.

Sludge Income Report
The Sludge Income Report for May was $20,159.75 which is up from roughly $13-$14,000 these past couple months.

Capital Improvement Plan
The Capital Improvement Plan is done and will be discussed further at the Master Plan meeting.

New Business

Riverwoods is looking into building cottages and is interested in selling a portion of their land. Director, Matthew Aikey provided two maps showing different amounts of land with proposals that KTMA may have interest in acquiring. No purchase price was presented. Pending further information & discussion upon further information received.

Executive Session: At 4:57pm the Board entered an Executive Session to discuss a personnel matter. The meeting was then reconvened at 5:12pm. A motion was made by Robert Hamm and seconded by Lucas Criswell to conclude the Board meeting at 5:12pm.

A motion was made by Robert Hamm and seconded by Lucas Criswell to conclude the Board meeting at 5:23pm.

All in Favor. Motion carried.

Respectfully Submitted,

By: Kirsten C. Minier
Kirsten C Minier, Recording Secretary