

**WEST WHITELAND TOWNSHIP
MUNICIPAL SERVICES COMMISSION
MINUTES
January 10, 2017**

CALL TO ORDER:

The Municipal Services Commission (MSC) meeting was called to order by Vice Chairman Robert Byrne at 6:30 p.m. Those present besides Mr. Byrne were as follows:

MEMBERS PRESENT

Joe Ceribelli
Lee Ann Embrey
Kevin Moore
Chris Paski

TOWNSHIP STAFF

Ted Otteni, Director of Public Works

Mr. Byrne led the group with the recitation of the pledge of allegiance.

REORGANIZATION FOR 2017:

A motion was made by Mr. Paski to nominate Mr. Duncan as Chairman. The motion was seconded by Mr. Ceribelli and was unanimously approved.

A motion was made by Mr. Paski to nominate Mr. Byrne as Vice Chairman. The motion was seconded by Mr. Ceribelli and was unanimously approved.

A motion was made by Mr. Paski to nominate Mr. Moore as Secretary. The motion was seconded by Mr. Ceribelli and was unanimously approved.

REVIEW OF MEETING MINUTES:

A motion was made by Mr. Paski, seconded by Mr. Ceribelli, to approve the minutes of the November 15, 2016 meeting. The motion was unanimously approved.

PUBLIC WORKS DEPARTMENT UPDATE:

The Public Works Department is moving ahead with the new requirements for the MS4 permit. SSM will be assisting with the design of storm sewer drainage boundaries and helping to develop the Pollutant Reduction Plan (PRP).

A pressure relief valve was installed on the sanitary force main at Grubbs Mill Pump Station to help alleviate any future overpressure events.

SANITARY SEWER CAPITAL IMPROVEMENT PROGRAM UPDATE:

The pumps and check valves at Grubbs Mill Pump Station will be rebuilt in 2017. Request for bids are being solicited for the new pump components.

The Township will have another round of pipe lining (CIPP) to help reduce infiltration. The pipe lining performed in 2016 appears to have made a noticeable reduction in the infiltration.

TRASH AND RECYLING UPDATE:

- The MSC reviewed the trash and tonnage information.
- Christmas tree curbside pick-up is scheduled for January 18, 2017.

OPEN DISCUSSION:

Exton Park Master Plan Study Committee Update: Next steps involve DCNR funding, engineering, and permitting. The Request for Proposals (RFP) for design services is being drafted and will be distributed shortly.

Consumption Based Sewer Billing: The Township is evaluating the current sewer tap fee and sewer billing structures, and continues to investigate water consumption based sewer billing for non-residential use. The Township believes that it would be more equitable to move to a consumption based billing for sewer rather than the current EDU system. The EDU system is at times difficult to implement since there are many uses that are not defined in the current EDU classification table. Only non-residential accounts would be changed to consumption based billing. Residential accounts would continue to be based on the EDU system since most homes are a single EDU. It was also noted that the change to consumption based billing was intended to be revenue neutral. The rollout of consumption based billing for non-residential use would likely be in 2018.

Public Sewer System Maintenance Responsibilities: Mr. Otteni noted that there appeared to be an uncertainty as to the limits of Township responsibility on service laterals. Based upon recent review of Township documents, it appears that the Township is responsible for laterals up to the Right-of-Way line which is frequently the same as, or close to, the curb line.

ADJOURNMENT:

Mr. Moore made a motion, seconded by Mr. Ceribelli, to adjourn the meeting. The meeting adjourned at approximately 7:20 p.m.

Respectfully Submitted,



Kevin Moore
Secretary

APR. 11, 2017