

September 8, 2016
7:00 PM

The regular meeting of the Monroe Township Board of Supervisors was called to order by Chairman Kehoe. The Pledge of Allegiance was said by all.

ATTENDANCE

Phil Kehoe, Chairman
A.W. Castle, III, Vice Chairman
Carl Kuhl, Supervisor
Catalina Araiza, Manager

Michael Pykosh, Solicitor
Gregory Rogalski, Zoning Officer
Mark Bruening, Engineer
Karen Lowery, Secretary/Treasurer

Mr. Kehoe announced that an executive session was held regarding personnel matters.

SPEAKERS FROM THE AUDIENCE

Suzanne Sunday, 1284 High Street, updated the Board on the progress of the Asset Management program and volunteers. She stated that there have been 350 volunteer hour logged and they are making good progress.

Mr. Kehoe stated that the additional expenditure has been approved to keep moving forward.

Michael Zang, 205 Widders Drive, stated he wanted to bring to the Supervisors attention the lack of upkeep at the Monroe Acres Park. He mentioned weeds, limbs, and dead trees. He explained that in 1991 – 1992, through an agreement, the township assumed ownership of the park to provide maintenance and improvements as needed. Mr. Zang stated that over the past 25 years the only improvement was the addition of a parking lot and the obsolete equipment was removed. He provided pictures of the trees and weeds. He added that the basketball pole is leaning and rusted, tree branches are being piled under trees or on the basketball court by the road crew, the soccer goal nets are ripped and shredded. Mr. Zang has visited all of the other parks and all are in good shape with none of these issues. He would like to know why the Monroe Acres Park is not maintained to the same level as the other parks.

Mr. Kuhl asked if there is still an active homeowners association. Mr. Zang said the association disbanded in 1991-1992.

Mr. Castle the park will be looked at and the Road Master will be directed to clean up the park area. He suggested putting something in the newsletter to see what type of improvements the residents would like to see.

Mr. Kehoe stated that the Recreation Board does visit the parks randomly to assess the equipment and conditions. Mr. Zang added that the swing set and monkey bars are in good shape. He would like to see these items stay, but have other items added. Mr. Kehoe said that Mr. Zang had an excellent point and the matters of concern will be addressed right away.

Devin Flickinger, Holy Spirit EMS, reported that there have been 21 calls this month and 118 calls year to date.

APPROVAL OF MINUTES

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve the minutes of the August 11, 2016, regular meeting with minor editorial changes.

ROADMASTER REPORT

A report was not provided

ZONING OFFICER'S REPORT

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Zoning Officer's report.

ENGINEER'S REPORT

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Engineer's report.

PRESENTATION

Zach Williard from Public Financial Management, Inc. (PFM) was present and provided a Refinancing Analysis handout. Mr. Kehoe and Mr. Kuhl gave a brief overview of last month's presentation for Mr. Castle.

Mr. Williard provided examples of 2 options to refinancing with a cash contribution and both would bring the debt below the 10 million dollar threshold. Option 1 would use the cash contribution to pay off the 2010 Bond and then refinance the remaining bond and loans. This option would save the Northern District approximately \$55,000 per year and have the debt paid off by 2025 instead of 2035. The Southern District would also have savings varying over the years and the payoff date would remain in 2039. The estimated net savings between both districts would be \$1,106,590. Option 2 would use the cash contribution to achieve the best savings between all of the bonds and loans. The Northern District debt would be paid off in 2035 at a lower interest rate. The Southern District payments would remain close to \$570,000 bi-annually until 2029 when the payments start to decrease. The estimated net saving between both districts would be \$930,066. Mr. Williard then reviewed the timeline. RFP's can be sent to local banks and Rhoads & Sinon for bond issue to determine where we would gain the best savings, but he needs to know the structure of the cash contribution.

There was discussion by the Board of Supervisors, the present Municipal Authority members and Mr. Williard regarding how much cash should be contributed, how it should be split between the Northern and Southern districts and the outstanding project at SMTMA. Mr. Miller wants to be cautious with the cash contribution since the SMTMA project isn't finished yet. Mr. Beck added that he has included funds in the 2017 budget to cover the additional costs of the project and still has a comfortable buffer.

Mr. Williard stated that taking advantage of the lower interest rates would be beneficial, but he wants everyone to be comfortable with the cash contribution. Mr. Kehoe feels that it is in the best interest of the township to act on this, but is on the fence with the cash contribution because of the unknown circumstances with the SMTMA project.

Mr. Miller stated that there is some flexibility with the rates. Mr. Kehoe said that we could be conservative and use the cash, but keep the rates the same. Mr. Miller added that the rate reduction could be decreased. Or Mr. Kehoe thought the rate reduction could be delayed a year. Mr. Williard suggested getting the refinancing done before any rate reductions are determined.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to retain Public Financial Management, Inc. for financing services based on the service agreement reviewed by the solicitor.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to authorize the administration to work with Public Financial Management, Inc. as our financial advisor, Rhoads & Sinon LLP as bond counsel, PNC Capital Markets as underwriter and the local solicitor in conjunction with the issuance of General Obligation Bonds/Notes, Series 2016 for the purpose of refinancing the General Obligation Bonds, Series of 2010 & 2011 and General Obligation Notes, Series 2011 & 2013 via a dual track approach between a bank loan RFP and a bond sale with PNC Capital Markets (whichever the Township deems is the best approach) utilizing a cash contribution by Monroe Township in the amount of approximately 1 million dollars to reach the threshold amount. The cash contribution will be 60% from the Northern District and 40% from the Southern District.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to obtain a formal engagement letter from Rhoads & Sinon defining the rates for the refinance project.

Mr. Kuhl thanked the Municipal Authority for all of their hard work to this point.

Mr. Williard stated that he will be back at the October 13th meeting to approve an Ordinance to lock in rates.

Mr. Kehoe thanked everyone for their input.

UNFINISHED BUSINESS

REVIEW SEWER ACTION PLAN

Mr. Pykosh stated that \$2,900 has been collected since last month. He is moving forward with Sheriff Sales and has been contacted by 2 residents to set up payment plans. There may be a water shut off process to move forward with, but he wants to verify someone is still at the property.

SMTMA PLANT UPGRADE

Mr. Bruening reviewed the most current invoice for \$10,614.28 and feels it is okay to pay.

Mr. Kuhl added that he and Ms. Araiza took a tour of the plant. The Municipal Authority has also be invited to take a tour.

RECOMMENDATION TO PAY OFF 2010 BOND

Mr. Kehoe stated that this was addressed during the PFM presentation.

RECOMMENDATION FOR RATE REDUCTION

Mr. Kehoe stated that Mr. Williard from PFM recommended waiting until the refinance was dialed in more to make a final decision on rate reductions.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to table this matter.

RECOMMENDATION FOR SEWER METERED PROPERTIES

Ms. Araiza stated that she had a conference call with the Trailer Park, reviewed some documents and spoke to Mr. Pykosh in regards to the matter.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to table this matter.

NEW BUSINESS

TRICK OR TREAT

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to set Trick or Treat for Monday, October 31, 2016 from 6pm to 8pm.

Mr. Castle requested that a letter be sent to the State Police for extra patrols in the Wertz Development, Monroe Acres Development, White Rock Acres, and Churchtown. Mr. Kehoe added that the blinkers should be put up in Churchtown again, as we have in past years.

MINIMUM MUNICIPAL OBLIGATION (MMO)

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the Minimum Municipal Obligation for pension for 2017 in the amount of \$49,296.04.

SINCLAIR PARK REVISED PRELIMINARY AND FINAL PHASE 1

Doug Gelder, from DSG was present to explain the request. He stated that the original plan showed a mix of single homes and duplexes. He has now submitted revised plans to separate some of the duplexes into single family homes. The lots will remain the same just the placement of the home will change. Mr. Gelder confirmed with Mr. Pykosh that this revision request is still within the limits of the conditional use.

Mr. Bruening stated that the Planning Commission reaffirmed the approval and the 4 waivers that were approved in June 2012 for the revised Sinclair Park Preliminary Subdivision Plan.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the 4 waivers for the revised Preliminary Subdivision Plan for Sinclair Park as listed in Mr. Bruening's letter dated August 31, 2016.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the revised Preliminary Subdivision Plan for Sinclair Park with outstanding conditions.

Mr. Bruening stated that the Planning Commission reaffirmed the approval and the 6 waivers that were approved in July 2012 for the Sinclair Park revised Sinclair Park Final Phase 1 Subdivision Plan. Mr. Pykosh added that he would like to have a note on the plan regarding the agreement for the land development maintenance.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the 6 waivers for the revised Final Phase 1 Subdivision Plan for Sinclair Park as listed in Mr. Bruening's letter dated August 31, 2016.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the revised Final Phase 1 Subdivision Plan for Sinclair Park with outstanding conditions.

ADVERTISE FOR AUDITING SERVICES RFP

Ms. Araiza prepared a Request for Proposal for Auditing Services for 2016. This was done for price competitiveness.

Mr. Castle stated that we have received good comments from Smith, Elliot, Kearns & Company (SEK), they also work well with our staff. Mr. Kehoe added that he is happy with SEK.

Mr. Kuhl said that there could be a price increase. Mr. Beck added that some CPA firms like to have a 3 year commitment.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to forgo sending out the RFP and ask Smith, Elliot, Kearns & Company for a 3 year price.

TRASH/RECYCLING RFP

Ms. Araiza stated that Trash/Recycling RFP were solicited through advertisement for a three year period with the option of 2 additional 1 year periods and 5 bids were received, as follows:

Penn Waste	\$351,381.60
Advanced Disposal Services	\$359,294.40
Republic Services of PA	\$375,259.68
Waste Connections, Inc.	\$406,521.00
Waste Management of PA, Inc.	\$415,203.48

Mr. Kehoe stated that Penn Waste was the lowest bidder for the 3 year period at \$14.95 per month, which equals \$44.85 per quarter. Currently we are paying \$49.50 per quarter, so there is a savings.

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to accept Penn Waste's bid of \$351,381.60 as the lowest responsible bidder with a contract starting January 2017.

Joel Washok was present for Penn Waste. He stated that they are happy to continue working with Monroe Township.

Mr. Kehoe stated that the residents are very happy with Penn Waste and they have served the community very well. Mr. Jackson added that they do a good job in Wertz Development.

BILLS

On the motion of Mr. Castle, and seconded by Mr. Kuhl, and by unanimous vote of the Supervisors it was duly RESOLVED to approve the bills as prepared.

STAFF COMMENTS:

Mr. Kehoe stated that the new owners of Allenberry have purchased the property and are working to modernize and update the property. They are also working to get a handle on the additional piece of land that has a Land Development Plan in place. The new owners have formally requested 114 EDU's that we will need to procure from SMTMA.

Mr. Kehoe suggested having Pennoni Associates be the single source representation for Monroe to work through the procurement of additional EDU's, that process only. If we are successful in procuring the additional EDU's then the project could become a traditional

development and we would return to our normal engineering representation for their experience and knowledge with this development. Pennoni Associates has provided an agreement for limited engineering services, which has been reviewed by counsel.

On the motion of Mr. Kuhl, and seconded by Mr. Castle, and by unanimous vote of the Supervisors it was duly RESOLVED to proceed with the Agreement to have Pennoni Associates represent Monroe Township in procuring additional EDU's from SMTMA for the Allenberry Development, pending finalizing the terms of the agreement.

Mr. Kehoe stated that working toward 2017 a draft RFP has been prepared for Engineering services. The invite would be sent to area engineering firms to understand the sewer expertise they have in addition to general engineering services.

Mr. Kuhl said this would give us a chance to see if there is a specialist in I&I reduction to give advice moving forward. A change could benefit the township, but another firm would have to show there would be significant improvement.

Mr. Castle stated that we have an engineer and zoning officer who both have personnel with their firms that can provide specialties. We have the best out there. He said he is a loyalist for the people who work for you and look to them for guidance and expertise.

Mr. Kehoe feels that it is time to look at the whole picture and see what is out there. This is a large project and we need to validate we have the best. He supports sending out this RFP.

On the motion of Mr. Kehoe, and seconded by Mr. Kuhl, and by vote of the Supervisors it was duly RESOLVED to have the township manager develop a list of engineering companies and send out the RFP to collect the quotes for 2017 services. Mr. Castle voted no.

Mr. Kehoe thanks the Municipal Authority for the work that is being done.

Mr. Castle asked everybody to remember our Troops, Police Officers and their families. The trivia question was "What was the first commercial product ever sold to use a barcode?" Answer was Wrigley's Gum. The quote of the day was "It is amazing what you can accomplish if you do not care who gets the credit." – Harry Truman. God Bless America.

ADJOURN

The meeting was adjourned at 9:20 PM.

Respectfully submitted,

Karen M. Lowery,
Secretary/Treasurer