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MEETING MINUTES

DEP Letter Response

Location: Milford Borough Hall Meeting
DECEMBER 13, 2021

Attendees:

Name	Company	Email
Cory Salmon	HRG, Inc.	csalmon@hrg-inc.com
Matt Roberts	HRG, Inc.	mroberts@hrg-inc.com
Mark Spatz	HRG, Inc.	mspatz@hrg-inc.com
Frank Tarquino	Milford Borough	franktarq@gmail.com
Dave Clark	Matamoras Borough	d.clark@matamorasborough.com
Joe Dooley	Milford Borough	Joseph.dooley@milfordpa.org
Paul Fischer	Westfall Township	
Robert DiLorenzo	Milford Township	
Mike Mronzinski	Pike County	mmrozinski@pikepa.org

DEP Administrative Incomplete Letter

Mr. Salmon opened the stakeholder meeting by summarizing the DEP's Administratively Incomplete Letter dated October 20, 2021.

Mr. Spatz reviewed the timeline of the Eastern Pike County Act 537 Plan and reviewed the definition of a TAR as well as the specific dates of submission and correspondence regarding the TAR. Mr. Spatz also reviewed the 120-day timeline for the DEP to respond to a submitted plan as well as the guidance of 10-days to determine if an Act 537 is administratively complete. Mr. Spatz informed the group that after sending the 120-day letter to the DEP, Mr. Novatnak had called Mr. Spatz and informed him that the plan would not be considered approved. The group discussed contacting the state legislature to refute DEP. Mr. Salmon pointed out the reasons to not refute or pursue litigation including the low likelihood of success, high costs, delays, and the need to work with the DEP during the permitting stages. The group reached a consensus to move forward by responding to the DEP comments rather than fighting DEP. HRG stated that they could respond to a majority of the comments, but there are several items that need to be discussed before moving forward.

Key Decisions and Commitments

The group continued conversation regarding the key decisions and commitments that would need to be made. Mr. Clark brought to the group's attention the need for Milford Township to fully commit to an alternative and the concerns of the DEP regarding the Township. Mr. Tarquino and Mr. Dooley stated that the Act 537 Plan states that Milford Township will not have immediate connections and that the sewer line in Milford Township will serve as a transmission line. The point was raised that it was also Milford Township's intention to be able to add connections via Planning Modules.

Mr. Fischer mentioned mandatory connections ordinances and the need for them for federal funding. He also added that although Westfall Township has one, they have not ever enforced it.

The group shifted their attention to the reasons for the need for central sewage. Mr. Spatz mentioned commercial needs, and Mr. Fischer brought to the group's attention the need for the school in Westfall Township to connect to central sewage. He mentioned that Westfall had a grant for that project, so he emphasized the need to continue moving forward.

Mr. Salmon shifted the meeting to some of the higher level issues and commitments that needed to be made. Mr. Salmon first raised the issue that the Municipalities all need to re-adopt the resolution to accept the Plan with stronger commitments to the selected alternatives. There was no opposition raised in the group.

Mr. Salmon next raised the issue of clear institutional alternatives. Mr. Spatz stated that the plan states that Milford Water Authority will build and maintain the sewer lines from Milford Borough to the Westfall Township Line, and Matamoras Municipal Authority shall build and maintain the sewer lines in Matamoras Borough. Mr. Spatz stated in terms of cost, Milford Borough is paying for the transmission line and the projected flow does not include Milford Township.

The next key decision that was discussed was the need for inter-municipal agreements. It was discussed that there would need to be inter-municipal agreements between the Municipal Authority of Westfall (MATW) and Milford Water Authority (MWA), MATW and Matamoras Municipal Authority (MMA), MWA and Milford Township. The Tapping Fee rate would also need to be included in the agreements as well as each Municipality's intended role.

Mr. Clark brought to the group's attention the issue of funding and grants. Mr. Roberts clarified that the Plan currently states that each municipality will apply for funding separately. Mr. Salmon added that the DEP comments were based on the assumption that USDA funding was the only financing that would be explored. Mr. Salmon clarified that the Plan will be updated to mention that other grants and funding will be explored in the Plan such as from the infrastructure bill and CFA grants.

Mr. Fisher asked the group if a rough timeline for re-submission could be determined. The group decided that a March timeline would be the goal, but it would require the inter-municipal agreements and other commitments to be made expeditiously.

Mr. DiLorenzo discussed the issue of tapping fees and where the money would go. It was clarified that the tapping fee of \$1,600/EDU would go to MATW. Mr. Tarquino stated that Milford Water Authority would receive \$10/EDU monthly for O&M. Mr. Spatz stated the wholesale rate that goes to MATW is \$25/EDU per month. The issue was raised about the observation and inspection fee for tapping into the line with Milford Township, and it was decided that the Milford Water Authority would be in charge of inspection. The fees associated with inspection would need to be included in the inter-municipal agreements.

Mr. Salmon brought to attention the issue of wells in Milford Township and Westfall Township. Mr. Roberts stated that he reviewed acquired Water Authority Maps with the Tax Parcel Data and

estimated there are 132 wells in Westfall Township and nine in Milford Township. Based on the needs identification document, 33 wells would need to be tested in Westfall Township and five wells in Milford Township would need to be tested. The group discussed different methods for completing the well study. It was agreed that Mr. Tarquino would ask the MWA to conduct the well sampling for both Milford Township and Westfall Township. The well study results would be a supplement and incorporated into the Plan based on the results.

Mr. Salmon brought to the group's attention the need for an additional public notice period. The group was receptive to the idea, and it was discussed that it would be additional work. The public notice period would be conducted once the plan is completely finalized, and it would occur for all four municipalities at the same time with one public hearing.

Follow-Up Items

The group discussed follow up items to be completed after the meeting:

1. HRG was to send inter-municipal agreement samples to the Municipalities who will coordinate with their solicitors.
2. The Municipalities were to work on inter-municipal agreements to address the remaining outstanding commitments and rates.
3. HRG was to begin addressing the DEP comments that require no further information from the Municipalities.
4. HRG was to finalize list of responsibilities for the completion of the Plan.
5. HRG was to also send a list of suspected wells and sampling requirements to the Municipalities, and the Municipalities were to determine who would complete the well sampling.
6. HRG was to schedule a meeting with the DEP if there are still questions or concerns that the Municipalities want to bring forth to the DEP (i.e. questions about inter-municipal agreements or any updates that the group is not sure that the DEP would accept).

We believe these minutes accurately reflect the items discussed at the subject meeting. If there are any revisions or corrections to these minutes, please contact the undersigned within ten (10) days of receipt of these minutes. If no revisions or corrections are requested, the minutes will stand approved as submitted.

Respectfully Submitted,

HERBERT, ROWLAND & GRUBIC, INC.



Matthew Roberts
Staff Professional I

MNR/CJS

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Enclosures

c: All Attendees