

**South Middleton Township Municipal Authority — July 11, 2024**  
**Regular Meeting**

**Board Members Present:** William Brown, Vice Chairman, Duff Manweiler, Secretary, Steve Aichele, Treasurer, Maurita Abeln, Asst.Sec/Treasurer, Bryan Gembusia, Chairman (Arrived at 4:15 pm)

**Staff Present:** Josephine Hall, Manager, Robert Kissinger, Advisor, Brian O'Neill, SMT Engineer

**SMTMA Professionals:** Mark Pickering, Engineer & G. Bryan Salzmann, Solicitor

**Public/Visitors:** None

Mr. Brown called the meeting to order at 4:00 p.m.

**Public Comment**—None

The minutes from the meeting of June 13, 2024, were presented for approval. **Ms. Abeln made a motion to approve the minutes as presented. Mr. Aichele seconded the motion. The motion carried 4-0.**

The monthly invoice list processed by South Middleton Township on behalf of the Authority was available for the Board's review. Ms. Hall presented two checks made payable to South Middleton Township for approval. One in the amount of \$53,641.76 for payment of monthly invoice expenses and the second in the amount of \$63,963.64 for payroll reimbursement to South Middleton Township. **Mr. Aichele made a motion to approve the payments as processed by South Middleton Township on behalf of the Authority for monthly invoices and reimburse to South Middleton Township for monthly payroll expenses in the amounts detailed in the Manager's Report. Mr. Manweiler seconded the motion. The motion carried 4-0.**

The following requisitions were presented for payment from the **M & T Trust Company 2013 Sewer Bond Redemption and Improvement Fund:**

<b><u>Req. No.</u></b>	<b><u>Payee</u></b>	<b><u>Amount*</u></b>
642	WYElectric, LLC	\$130,007.50
643	PSI Pumping Solutions, Inc	\$39,298.00
644	GHD, Inc.	\$2,830.29
645	E.K. Services	\$236,430.71

The following requisitions were presented for payment from the **M & T Trust Company 2013 Water Bond Redemption and Improvement Fund:**

<b><u>Req. No.</u></b>	<b><u>Payee</u></b>	<b><u>Amount*</u></b>
543	GHD, Inc.	\$1,813.50

The following requisition was presented for payment from the **M & T Trust Company 2013 Water Clearing Fund:**

<b><u>Req. No.</u></b>	<b><u>Payee</u></b>	<b><u>Amount*</u></b>
43	SMTMA Water Operations	\$300,000.00

The following requisition was presented for payment from the **M & T Trust Company 2013 Sewer Clearing Fund:**

<b><u>Req. No.</u></b>	<b><u>Payee</u></b>	<b><u>Amount*</u></b>
46	SMTMA Sewer Operations	\$500,000.00

\* A description of all payments is shown on the Summary of Requisitions report distributed in the meeting packet and will be filed with the minutes as a permanent record.

**Ms. Abeln made a motion to authorize payment of the following requisitions from the M & T Trust Company 2013 Sewer Bond Redemption and Improvement Fund: Req. No. 642, 643, 644 & 645, from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. No. 543 from the M & T Trust Company 2013 Water Clearing Fund: Req. No. 43 and from the M & T Trust Company 2013 Sewer Clearing Fund: Req. No. 46. Mr. Aichele seconded the motion. The motion carried 4-0.**

**MANAGER'S REPORT**— Ms. Hall's monthly report was included in the meeting packet for the Board's review. (A copy of the Manager's Report is filed as a permanent record with these minutes.) Ms. Hall addressed item (E.), Truck Proposal, and requested approval to move forward with the purchase of a new pick-up truck to replace 2 aging vehicles which are being taken out of service. Ms. Hall stated that a suitable truck has been located at LB Smith Ford who is a Co-Stars participant. The price of the truck is \$69,513.00. **Mr. Brown made a motion to authorize Ms. Hall to move forward with the purchase of the truck as indicated. Mr. Manweiler seconded the motion. Motion carried 4-0.** She provided additional review of the remaining items mentioned in the report and asked for a motion to accept the Manager's Report for the month of July. **Mr. Brown made a motion to accept the Manager's Report as presented and approve the direction stated within. Ms. Abeln seconded the motion. The motion carried 4-0.**

**August Meeting Modification**—Ms. Hall presented a request to cancel the August 8, 2024 meeting due an event she has arranged with her son. She asked for Board approval to cancel the meeting and to authorize the Chairman and herself to approve payments of invoices for vendors and cut checks for the Township. The payments could then be ratified at the September 12, 2024 meeting. **Mr. Manweiler made a motion to give notice that the August 8, 2024 Authority meeting would be canceled and approve processing of invoice payments as per normal with those payments to be ratified at the September 12, 2024 meeting. Mr. Aichele seconded the motion. Motion carried 4-0.**

**Deed of Dedication and Easement for Diakon**—Ms. Hall presented 2 Deeds of Dedication and Easement agreements for new water and sewer facilities constructed for a small building addition project at Cumberland Crossings Retirement Community. **Mr. Manweiler made a motion to accept the water and sewer Deeds of Dedication and Easement for Diakon Lutheran Social Ministries as presented. Mr. Aichele seconded the motion. Motion carried 4-0.**

**CONSULTING ENGINEER'S REPORT (GHD)** – Mr. Pickering presented the monthly memorandum, as distributed in the meeting packet, detailing the progress of the Task Orders prepared by GHD. (Memorandum will be filed with these minutes as a permanent record).

**Tapping Fee Update**—Mr. Pickering presented two tapping fee resolutions for approval. The first is Resolution No. 07-11-2024-01 establishing the new sewer tapping fee amount of \$5,410.00 per EDU. **Mr. Aichele made a motion to approve Resolution No. 07-11-2024-01 effective July 11, 2024. Ms. Abeln seconded the motion. Motion carried 4-0.**

Mr. Pickering then presented Resolution No. 07-11-2024-02 establishing the new water tapping fee amount of \$2,866.00 per EDU. **Mr. Brown made a motion to approve Resolution No. 07-11-2024-02 effective July 11, 2024. Mr. Manweiler seconded the motion. Motion carried 4-0.**

**Carlisle Pump Station 2 Project Update**—Mr. Pickering reported that he has several change orders to present from the contractors on the project.

The first is Change Order #3 from E.K. Services in the amount of \$91,500.75 for the removal of rock to relocate the position of the force main due to Carlisle Borough's decision to keep the abandoned force main which was to be removed in the original approved plan. **Mr. Manweiler made a motion to approve Change Order # 3 presented by E.K. Services, Inc in the amount of \$91,500.75. Mr. Aichele seconded the motion. Motion carried 4-0.** With this final change order, the project has reached substantial completion and Mr. Pickering recommends issuing the Certificate of Substantial Completion to E.K. Services. **Mr. Aichele made a motion to accept the recommendation from GHD, Inc. to issue the Certificate of Substantial Completion to E.K. Services. Mr. Gembusia seconded the motion. Motion carried 4-0.**

WYElectric has submitted an additional change order for time extension of the contract. Change Order #2 has no monetary adjustment and requests only a one month adjustment to the contract completion date. **Mr. Brown made a motion to approve Change Order #2 for WYElectric for a one month time extension of the contract. Mr. Manweiler seconded the motion. Motion carried 4-0.**

PSI Pumping Solutions has presented two additional change orders related to the Carlisle Pump Station No. 2 project. Change Order # 2 is a deduct change order for yard piping that that they did not have to install. The change order amount is a deduct of \$4,000.00. **Ms. Abeln made a motion to accept Change Order # 2 from PSI Pumping Solutions in a deduct amount of -\$4,000.00. Mr. Aichele seconded the motion. Motion carried 4-0.**

Change Order # 3 from PSI Pumping Solutions is a change order for extra bypass pumping and fuel due to PPL not having the power supply work completed to supply adequate power to the pump station. The amount of that change order is \$16,982.04. **Mr. Aichele made a motion to approve Change Order # 3 for PSI Pumping Solutions in the amount of \$16,982.04. Mr. Manweiler seconded the motion. Motion carried 4-0.**

**WWPT Digester Project**—Mr. Pickering presented a change order for the digester repair and coating project from PSI Pumping Solutions. This is Change Order # 1 with a credit amount of \$11,532.00 to be deducted from the final project total for final cost calculations for the project. **Ms. Abeln made a motion to accept Change Order # 1 in a credit amount of -\$11,532.00. Mr. Gembusia seconded the motion. Motion carried 4-0.**

Mr. Pickering reported one final item related to the Heritage Village water and sewer analysis. The analysis memorandum has been finalized based on SMTMA staff review and submitted to the Heritage Village developer per the current developer's agreement. GHD has closed this task.

**SOLICITOR'S REPORT**—Mr. Salzmann reported that he is currently working on the Storage Tank No. 6 project with Ms. Hall and Mr. Pickering. That project requires a conditional use application to be filed with the Township and also an application for a variance for the height of the tank. Those applications should be completed and submitted to the Township by August and we look for those applications to be processed and approved so that the bid documents can be prepared in time for the project to be out for bid in October or November of this year.

### **SPECIAL COMMITTEE REPORTS**

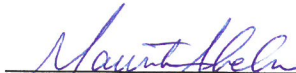
**Capital Projects Committee**—No report for this month.

**Tapping Fee Committee**—No report for this month.

**New Business:** Nothing to Report.

At 4:32 p.m. Mr. Brown made a motion to adjourn the regular meeting to enter executive session to discuss potential litigation with no action to be taken. Ms. Abeln seconded the motion. Motion carried 4-0.

Respectfully submitted,

  
Secretary/Asst. Secretary