

South Middleton Township Municipal Authority—February 10, 2020
Regular Meeting

Board Members Present: William Brown, Chairman, Duff Manweiler, Secretary, Steve Aichele, Treasurer
Maurita Hewitt, Asst. Secretary/Treasurer

Staff Present: Josephine Hall, Manager, Howard Butler, Engineer (GHD), Isaac Wakefield, Solicitor, Robert Kissinger

Visitors: Cory Adams, SMT

Mr. Brown called the meeting to order at 6:00 p.m.

The minutes from the January 13, 2020 meeting were presented for approval. Ms. Hewitt made a motion to accept the January 13, 2020 minutes with a correction of the spelling of Senator Regan on Page 2. Mr. Aichele seconded. Motion carried 4-0.

The monthly operations invoices were presented for payment and all board members present initialed the payment register. Mr. Aichele made a motion to pay the monthly operations invoices as presented. Mr. Manweiler seconded. Motion carried 4-0.

The following requisitions were presented for payment from the **M & T Trust Company 2017 Project Fund—Sewer:**

<u>Req. No.</u>	<u>Payee</u>	<u>Amount *</u>
S-41	GHD, Inc.	\$ 8,404.06
S-42	DOLI Construction Corp.	\$ 87,682.66

The following requisitions were presented for payment from the **M & T Trust Company 2017 Project Fund—Water:**

<u>Req. No.</u>	<u>Payee</u>	<u>Amount *</u>
W-52	GHD, Inc.	\$ 16,363.80
W-53	DOLI Construction Corp.	\$ 87,682.66

The following requisition was presented for payment from the **M & T Trust Company Series 2019A Project Fund—Water:**

<u>Req. No.</u>	<u>Payee</u>	<u>Amount *</u>
W-7	GHD, Inc.	\$ 417.00

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

<u>Req. No.</u>	<u>Payee</u>	<u>Amount *</u>
449	GHD, Inc.	\$ 837.00

The following requisition was presented for payment from the **M & T Trust Co. 2013 Sewer Clearing Fund**—for transfer of funds for daily operation expenses.

<u>Req. No.</u>	<u>Payee</u>	<u>Amount *</u>
27	SMTMA (Operations Acct.)	\$ 14,295.00

* 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.

Mr. Aichele made a motion to authorize payment of the following; from the **M & T Trust Company 2017 Project Fund—Sewer:** Req. No. S-41 & S-42, from the **M & T Trust Company 2017 Project Fund—Water:** Req. No. W-52, W-53, from the **M & T Trust**

Company Series 2019A Project Fund—Water: Req. No. W-7, and from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. No. 449, and from the M & T Trust Co. 2013 Sewer Clearing Fund: Req. No. 27.
Ms. Hewitt seconded. Motion carried 4-0.

Public Input—None.

SMT Update/ Issues—Mr. Adams said that he has been working with Jamie Meffert to get the Westgate Stormwater billing ready to go. The supervisors will be passing a rate resolution for the Westgate Stormwater fees at the February 13, 2020 meeting so that the first billing can be processed.

MANAGER'S REPORT— Ms. Hall's monthly operations status 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 reviewed the monthly operations report and answered questions from the Board.

Monthly Budget Review—Monthly budget review worksheet was included in the meeting packet.

Westgate Storm Water Billing—Ms. Hall informed the Board that the first billing for the stormwater fees for the Westgate property owners is going to be prepared and mailed by the end of next week. She presented a draft copy of the bill form and envelope that will be used for the bills.

House Bill 1563—Ms. Hall reported that she and Mr. Brown have a meeting scheduled with Senator Regan on Wednesday, February 12th to present the Authority's objections to this bill and to pass along information related to possible unintentional consequences that may occur for the Authority and property owners if this Bill passes.

Diehl Field Valves—Ms. Hall presented a request regarding the field valves installed for the new water line that was run from the Porches development to Bucher Hill Road. Tom Siebert, the farmer who farms the land owned by Diehl family, has requested that the valves be secured or covered so that he is able to cultivate and plant as close as possible to them so as to not lose any planting area for the crops. A general discussion was held regarding the request and it was the consensus of the Board that if Mr. Siebert makes contact with the Developer to come up with a method to protect the water valves, the Authority staff will review the proposed work and if it is acceptable the staff can oversee the work. The Board instructed Ms. Hall to make it clear that the Authority will not share in any costs to do this work.

Forge Road Acres Phase 1—Mr. Brown presented a recommendation that the Authority begin preparing letters to go out to all Forge Road Acres Phase 1 residents regarding the completion of the project and specific repairs to the individual property owners whose properties have restoration work and/or damage that was not repaired by the contractor in a satisfactory manner. Additional discussion will be held in the executive session.

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

SRBC Grandfathering—Mr. Butler informed the Board that Mr. Wyland has scheduled the appeal hearing with SRBC regarding the production limits for the wells for next Thursday, February 20th.

New Task Orders—Mr. Butler presented the following new task orders for approval as follows:

Task Order # 31—SRBC Well No. 1 & 2 Appeal—Continuation of appeal process regarding production limits set by SRBC. Budget set at \$10,000.00.

Task Order # 32—Sewer Area 3 I & I Study—Preparing a plan for placement of meters to assess areas of I & I in the Area 3 (Mt. Holly Springs) Sewer System. Monitoring and evaluating results. This will be 3 month study. Budget set at \$55,200.00.

Task Order # 33—Booster Station Pump Evaluations—Evaluation of both booster station's pumps to determine efficiency of those and prepare reports with any recommendations for changes or modifications. Budget set at \$9,500.00.

Task Order # 34—Well No. 3 SRBC Aquifer Test—Preparation of final report and data collection and analysis of information for the draw down test. Budget set at \$58,100.00.

Mr. Brown asked for motions to approve each of the 4 new task orders.

Mr. Aichele made a motion to approve Task Order # 31 for SRBC Well No. 1 & 2 Appeal as detailed with a budget amount of \$10,000.00. Mr. Manweiler seconded. Motion carried 4-0.

Mr. Manweiler made a motion to approve Task Order # 32 for Sewer Area 3 I & I Study as detailed with a budget amount of \$55,200.00. Mr. Aichele seconded. Motion carried 4-0.

Ms. Hewitt made a motion to approve Task Order # 33 for Booster Station Pump Evaluations as detailed with a budget amount of \$9,500.00. Mr. Manweiler seconded. Motion carried 4-0.

Mr. Aichele made a motion to approve Task Order # 34 for Well No. 3 SRBC Aquafer Test as detailed with a budget amount of \$58,100.00. Ms. Hewitt seconded. Motion carried 4-0.

SOLICITOR'S REPORT—Mr. Wakefield had nothing new to report.

SPECIAL COMMITTEE REPORTS—**HR Committee**—Nothing new to report.

Tapping Fee Adjustment Committee—Mr. Brown asked for an update on the Commercial Tapping Fee Adjustment review. Mr. Kissinger presented two lists that have been compiled showing the evaluation information for all commercial accounts. The first list is the commercial properties that have been connected to the system since 2005. These customers have been under review since 2008 when the Board adopted the Commercial Tapping Fee Resolution. The second list is a list of all the remaining commercial properties in the system with the evaluation of their usage according to the direction given by the Board. A lengthy discussion was held regarding the method of evaluation and how to handle notification to the properties that indicate they have exceeded the capacity purchased or grandfathered and could be charged tapping fees. It was the consensus of the Board that Mr. Kissinger and Ms. Hall move forward with notification letters and invoices for the additional tapping fees. The Board directed that a review of the information for accuracy be performed prior to sending out any notices.

NEW BUSINESS—Mr. Manweiler asked whether the leak at the high school yesterday was repaired. Ms. Hall said that she was contacted by Mr. Hamilton Sunday morning and it was determined that the leak was not in the Authority's line but in one of the private lines for the school buildings. A request for the Authority's assistance in locating and repairing the leak was made and staff was sent out. The leak was located and our staff made the repair. A bill will be prepared and sent on to the school district for the work that was done.

At 7:48 pm Mr. Brown called for adjournment of the regular meeting to enter executive session to discuss matters of potential litigation.

At 8:19 pm the regular meeting was reconvened. No action was taken regarding the information discussed.

At 8:19 pm Mr. Aichele made a motion to adjourn. Mr. Manweiler seconded. Motion carried 4-0.

Respectfully submitted,


Secretary/Asst. Secretary