

South Middleton Township Municipal Authority—January 11, 2024
Regular Meeting

Board Members Present: Bryan Gembusia, Chairman, Duff Manweiler, Secretary, Maurita Abeln, Asst. Sec/Treas

Staff Present: Josephine Hall, Manager, Robert Kissinger, Advisor, Cory Adams, SMT Manager, Jarrett Sweeney, SMT Asst. Manager, Brian O'Neill, SMT Engineer

Professional Services Present: Mark Pickering, Engineer (GHD Engineering) Matt Boyer, Solicitor (Salzmann Hughes)

Visitors: Marcus Kohl, Resident

Mr. Gembusia called the meeting to order at 4:00 p.m. He turned the meeting over to Mr. Boyer to lead the reorganization for 2024.

Reorganization

Mr. Boyer opened the floor for nominations for the position of Chairman.
Mr. Manweiler nominated Bryan Gembusia for Chairman for 2024. Mr. Boyer asked if there were any other nominations for Chairman. With no other nominations and no request for discussion, Mr. Boyer asked for a vote on the nomination of Bryan Gembusia for Chairman. The vote was 3-0 in favor of Mr. Gembusia for Chairman.

Mr. Gembusia opened the floor for nominations for the position of Vice Chairman.
Ms. Abeln nominated William Brown for Vice Chairman for 2024. Mr. Gembusia asked if there were any other nominations for Vice Chairman. With no other nominations and no request for discussion, Mr. Gembusia asked for a vote on the nomination of William Brown for Vice Chairman. The vote was 3-0 in favor of Mr. Brown for Vice Chairman.

Mr. Gembusia opened the floor for nominations for the position of Secretary.
Ms. Abeln nominated Duff Manweiler for Secretary for 2024. Mr. Gembusia asked if there were any other nominations for Secretary. With no other nominations and no request for discussion, Mr. Gembusia asked for a vote on the nomination of Duff Manweiler for Secretary. The vote was 3-0 in favor of Mr. Manweiler for Secretary.

Mr. Gembusia opened the floor for nominations for the position of Treasurer.
Ms. Abeln nominated Steve Aichele for Treasurer for 2024. Mr. Manweiler asked if there were any other nominations for Treasurer. With no other nominations and no request for discussion, Mr. Manweiler asked for a vote on the nomination of Steve Aichele for Treasurer. The vote was 3-0 in favor of Mr. Aichele for Treasurer.

Mr. Gembusia opened the floor for nominations for the position of Assistant Secretary/Treasurer.
Mr. Manweiler nominated Maurita Abeln for Assistant Secretary/Treasurer for 2024. Mr. Manweiler asked if there were any other nominations for Assistant Secretary/Treasurer. With no other nominations and no request for discussion, Mr. Manweiler asked for a vote on the nomination of Marita Abeln for Assistant Secretary/Treasurer. The vote was 3-0 in favor of Ms. Abeln for Assistant Secretary/Treasurer.

Chairman Gembusia finished the balance of the reorganization.

Ms. Hall requested a nomination for Authority Engineer for 2024. Ms. Abeln made a motion to reappoint GHD, Inc. as Engineer for 2024. Mr. Manweiler seconded the motion. The motion carried 3-0.

Ms. Hall requested a nomination for Authority Solicitor for 2024. Mr. Gembusia made a motion to reappoint Salzmann Hughes to be Solicitor for 2024. Ms. Abeln seconded the motion. The motion carried 3-0.

Ms. Hall requested a nomination for Authority Auditor for 2024. Mr. Gembusia made the motion to appoint Smith, Elliot & Kerns CPA for Auditor for 2024. Ms. Abeln seconded the motion. The motion carried 3-0.

Ms. Hall requested a nomination for Authority Bond Counsel for 2024. Mr. Gembusia made the motion to reappoint Eckert Seamans for Bond Counsel for 2024. Mr. Manweiler seconded the motion. The motion carried 3-0.

The minutes from the December 11, 2023, meeting was presented for approval. Ms. Abeln made a motion to approve the December 11, 2023, minutes as presented. Mr. Manweiler seconded the motion. The motion carried 3-0.

The monthly operations invoices were presented for payment and all board members present initialed the payment register. Mr. Gembusia made a motion to pay the monthly operations invoices as presented. Ms. Abeln seconded the motion. The motion carried 3-0.

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

<u>Req. No.</u>	<u>Payee</u>	<u>Amount*</u>
627	GHD, Inc.	\$ 2,929.00
628	E.K. Services, Inc.	\$ 122,677.69

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>
532	GHD, Inc.	\$ 1,648.50

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

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

* 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.

Mr. Gembusia 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. 627 & 628, and from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. No. 532. And from the M & T Trust Company 2013 Water Clearing Fund, Req. No. 40. Ms. Abeln seconded the motion. The motion carried 3-0.

Public Input—None.

SMT Update/ Issues—Mr. Sweeney updated the board that he will be working with UNUM to switch Municipal employees into the townships' UNUM policy.

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.)

Monthly Budget Review—

Customer Account 00602401—Ms. Hall stated that a customer reached out to the Authority asking for relief from the sewer portion of their bill. The customer experienced a home fire in mid-September 2023 and is currently not living in the home. Ms. Hall explained they are living in a modular home on the property and run a hose but are utilizing on-site holding tank. Ms. Hall clarified they are not discharging into the sewer. They are asking for relief for their 4th Quarter sewer bill. **Mr. Gembusia made a motion to waive the sewer portion of their bill until the Authority receives the occupancy certificate from South Middleton Township. Ms. Abeln seconded the motion. The motion carried 3-0.**

CONSULTING ENGINEER'S REPORT (GHD)—Mr. Pickering presented the monthly project and task order report, as distributed in the meeting packet, detailing the progress of the open Task Orders prepared by GHD. (The report is filed with these minutes as a permanent record).

Carlisle Pump Station 2 Project Update—Mr. Pickering said E.K. Services' progress will go faster now that they have finished up their test pitting. The plan is for E.K. Services to move to Letort Crossing after April 1, 2024. Mr. Pickering explained that the pump station mobilization plan for mid-February with completion targeted for May 2024.

South Spring Garden Street Project Update—Mr. Pickering stated that there was a pre-construction meeting with DOLI and Smith Farm. He said that they received permits for Brightspeed to install fiber optic along South Spring Garden. The project starts February with completion at the end of May 2024.

Pump Station 4 Evaluation Findings—Mr. Pickering explained that GHD performed draw down tests at the pumps to see if they are as designed and backing up looking at the capacity relative to the allocated flows coming in. The conclusions are based on the pump flowing 105 gallons per minute, there is no need to increase the pump station size. Mr. Pickering stated that the draw down tests showed lower pump rates, so he recommends replacing the pumps. He also recommended replacing the force main and the parallel line next to it. Mr. Pickering proposed replacing the grinder pit. GHD cost out upgrading the existing system to extend its useful life and the expenses are roughly \$902,000. The alternative of building a new station with changing the force main is roughly \$1.4 million. Mr. Pickering stated that they will make a final recommendation at the next meeting.

Tank 6 Design and Permit Update—Mr. Pickering stated that Ms. Hall will be receiving an email with final plans from Mr. Howard on January 12, 2024. The intent is to get all the applications reviewed by staff and be ready and be ready for submission next week.

Water Model Update—Mr. Pickering explained that GHD needs to recalibrate the interconnect. Will be meeting with Ms. Hall and Mr. Kissinger January 22, 2024, to demonstrate the model and talk about its capabilities.

Digester Tank Repair Update—Mr. Pickering stated that it was advertised December 21, 2023 and bid opened the 31st. The intent to reward will be represented on February 8, 2024, at the meeting. The goal is to recommend an award at the May meeting and mobilize for repairs in late April 2024.

SOLICITOR'S REPORT—Nothing to Report.

SPECIAL COMMITTEE REPORTS

HR Committee—Nothing to report.

Capital Projects Committee—Nothing to report.

Tapping Fee Adjustment Committee—Nothing to report.

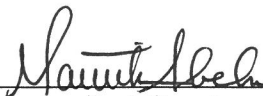
Transition Committee—Nothing to report.

Special Counsel Committee—Nothing to report.

NEW BUSINESS—None.

At 4:29 p.m. Mr. Gembusia made a motion to adjourn. Ms. Abeln seconded the motion. The motion carried 3-0.

Respectfully submitted,


Secretary/Asst. Secretary