

**South Middleton Township Municipal Authority—July 13, 2020**  
**Regular Meeting**

**Board Members Present:** William Brown, Chairman, Bryan Gembusia, Vice Chairman, Duff Manweiler, Secretary, Steve Aichele, Treasurer, and Maurita Hewitt, Asst. Secretary/Treasurer

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

**Visitors:** Cory Adams, SMT (Present through Zoom)  
Steve Rose, Developer (Present through Zoom)

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

The minutes from the June 8, 2020 meeting were presented for approval. **Mr. Gembusia made a motion to accept the minutes as presented. Mr. Aichele seconded the motion. The motion carried 5-0.**

The monthly invoices were presented for payment and all board members initialed the warrant list. **Mr. Aichele made a motion to pay the monthly invoices as presented. Mr. Gembusia seconded the motion. The motion carried 5-0.**

The following requisitions were presented for payment from the **M & T Trust Company 2019A Project Fund - Sewer:**

<b><u>Req. No.</u></b>	<b><u>Payee</u></b>	<b><u>Amount *</u></b>
S-3	GHD, Inc.	\$ 6,801.00
S-4	DOLI Construction Corp.	\$79,737.40

The following requisitions were presented for payment from the **M & T Trust Company 2019A Project Fund - Water:**

<b><u>Req. No.</u></b>	<b><u>Payee</u></b>	<b><u>Amount *</u></b>
W-11	GHD, Inc.	\$14,296.50
W-12	DOLI Construction Corp.	\$79,737.41

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

<b><u>Req. No.</u></b>	<b><u>Payee</u></b>	<b><u>Amount*</u></b>
569	GHD, Inc.	\$ 774.00
570	Carlisle Borough	\$ 3,605.29
571	Lexington Land Developers	\$28,590.00

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

<b><u>Req. No.</u></b>	<b><u>Payee</u></b>	<b><u>Amount*</u></b>
454	GHD, Inc.	\$ 9,020.93
455	Lycoming Supply, Inc.	\$17,502.50
456	SMTMA Water Operations	\$ 3,650.00

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.

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

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

**Ms. Hewitt made a motion to authorize payment of the following requisitions from the M & T Trust Company 2019A Project Fund—Sewer: Req. Nos. S-3 & S-4, from the M & T Trust Company 2019A Project Fund—Water: Req. Nos. W-11 & W-12, from the M & T Trust Company 2013 Sewer Bond Redemption and Improvement Fund: Req. Nos. 569, 570 & 571, from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. Nos. 454, 455 & 456, and from the M & T Trust Company Sewer Clearing Fund: Req. No. 29. Mr. Gembusia seconded the motion. The Motion carried 5-0.**

**Public Input**: Steve Rose joined the meeting via Zoom to reiterate that he had previously presented plans to extend a dry water line along Trindle Road to be further extended through a second phase that will serve two existing Commercial properties. The low bidder has been identified, and Mr. Kissinger recommended that the Board consider approval with a 10% contingency to be used as bonding through a letter of credit, an insurance certificate, and based upon acceptance of the revisions to the Authority’s Construction Agreement that were presented by the Authority’s solicitor, and the Developer’s signature. **Mr. Gembusia authorized the Chairman’s signature on the Construction Agreement subject to the conditions outlined by Mr. Kissinger. Mr. Aichele seconded the motion. The motion carried 5-0.**

**SMT Update/ Issues** - Mr. Adams had nothing to report. Ms. Hall inquired about an update with regard to the “Champion Tree Map” relative to the water main easement agreement with Carlisle and South Middleton Township. Mr. Adams will have Mr. Uhler walk the area and update the map.

**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** — The monthly budget report was included in the meeting packet.

**Monroe Township** - Ms. Hall reported that she received blanket approval from Monroe Township Supervisors and their Authority to permit any of the five properties along Rt. 174, adjacent to the Porches, to connect to the recently installed water line in the event any of them approach the Board with a request. The requests would be addressed only through approval with the Developer or dedication of the water main(s) to SMTMA.

**Vitro Recycling Agreement** – Ms. Hall reiterated that VITRO plans to move forward to purchase the land known as “Keller Hill” as the site for the discharge of the plant process water. Ms. Hall asked Vitro’s Environmental Engineer, Amy Hacker, to confirm when the acquisition of the land will occur and to outline VITRO’s intention for the discharge of flow.

**Fairview Street** – Ms. Hall contacted Brian O’Neill concerning any issues that could arise by postponing the Fairview Street Sewer Line Project as it pertains to the timeline in the Act 537 Plan. Mr. O’Neill said the Act 537 Plan is a guideline and not a hard and fast rule for completion. Ms. Hall deferred to Mr. Adams for comment, and he stated that he was in agreement with Mr. O’Neill. Mr. Brown stated that the Fairview Street extension will be a topic of discussion for the Capital Projects Committee later this month, or early August, and if the project is officially postponed, a letter should go out to the residents that would be affected by the project.

Ms. Hall reported that since last month’s awarding of the sludge hauling bid, she discovered another bid. Said bid was apparently placed in the temporary drop box outside of the Authority’s office during the COVID 19 shutdown of the office. Ms. Hall has determined since, that the packet was placed in the box prior to the June 8, 2020 meeting and that the bidder is the apparent low bidder for the contract. Upon discussion and review by Mr. Wakefield, the summation is that both bidders provided a qualified bid, both met the qualifications with regard to proper documentation, and both provided proper references and liability insurance certificates. The late, discovered bid was not considered at the June 8, 2020 meeting solely due to an administrative error. Accordingly, after some discussion, **Mr. Gembusia made a motion to rescind the original award of contract to Jones Custom Manure Hauling. Mr. Manweiler seconded the motion. The motion carried 5-0. Mr. Gembusia then made a motion to award the bid to Jones Agri Applications, LLC. Ms. Hewitt seconded the motion. The motion carried 5-0.**

Ms. Hall was contacted by a representative of Landmark Dividend inquiring about the purchase of the Authority’s lease with T Mobile. Ms. Hall presented the request to the Board. Ms. Hall was instructed to respond to the inquiry and, if the company submitted any kind of proposal or further specifics on the terms of the lease, it would be referred to Mr. Wakefield for review.

**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).

**SOLICITOR'S REPORT**—Mr. Wakefield had nothing to report in regular session.

**SPECIAL COMMITTEE REPORTS**

**HR Committee** - Nothing to Report

**Capital Projects Committee** - Mr. Brown requested a committee meeting prior to the next Authority meeting on August 10, 2020. Mr. Aichele will provide some dates that he is available to meet during the last week in July or the first week in August.

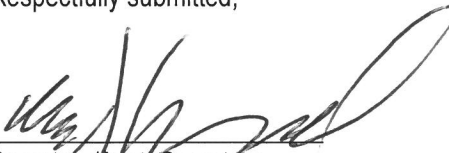
**Tapping Fee Adjustment Committee** - Mr. Brown deferred to Ms. Hall to provide a summary of a recent meeting that occurred with Land O Lakes with regard to the potentially substantial Tapping Fee Adjustments that may be incurred by their facility. The meeting occurred via a conference call. Land O' Lakes representatives requested time to review their budget, and any options they could make to adjust their processing in order to reduce their consumption. They were given two months to make their determinations. The Board directed Ms. Hall and Mr. Kissinger to move forward with the Tapping Fee adjustment determinations for other commercial properties.

**NEW BUSINESS** – None.

At 7:08 pm Chairman Brown moved the meeting into Executive Session to discuss pending and potential litigation matters with the Solicitor. At 8:10 p.m. the Board resumed the regular agenda.

At 8:10 p.m. Ms. Hewitt made a motion to adjourn the meeting. Mr. Gembusia seconded the motion. The motion carried 5-0.

Respectfully submitted,



Secretary/Asst. Secretary