

South Middleton Township Municipal Authority—June 10, 2019
Regular Meeting

Board Members Present: Bryan Gembusia, Vice Chairman, Duff Manweiler, Secretary, Stephen Aichele, Asst. Secretary/Treasurer

Staff Present: Robert Kissinger, Manager, Josephine Hall, Asst. Manager, Howard Butler, Engineer (GHD), Scott Wyland, Solicitor

Visitors: Harry Berger, Township Resident
Michael Baldwin, Township Resident

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

The minutes from the May 13, 2019 meeting were presented for approval. **Mr. Aichele made a motion to accept the May 13, 2019 minutes as written. Mr. Manweiler seconded. Motion carried 3-0.**

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 3-0.**

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-26	GHD, Inc.	\$ 12,707.09
S-27	Anrich, Inc.	\$ 99,795.54

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-30	GHD, Inc.	\$ 14,209.87
W-31	Anrich, Inc.	\$ 112,535.40

The following requisition was 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>
554	Carlisle Borough	\$ 137,990.38

The following requisition was 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>
437	GHD, Inc.	\$ 4,546.25

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>
25	SMTMA (Operations Acct.)	\$ 300,000.00

* 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. Gembusia made a motion to authorize payment for the following; from the M & T Trust Company 2017 Project Fund—Sewer: Req. No. S-26, from the M & T Trust Company 2017 Project Fund—Water: Req. No. W-30, from the M & T Trust Company 2013 Sewer Bond Redemption and Improvement Fund: Req. No. 554 and from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. No. 437 and from the M & T Trust Co. 2013 Water Clearing Fund: Req. No. 25. Mr. Manweiler seconded. Motion carried 3-0.

Mr. Manweiler made an additional motion to approve payment of M & T Trust Company 2017 Project Fund—Sewer: Req. No. S-27 to Anrich, Inc. and from the M & T Trust Company 2017 Project Fund—Water: Req. No. W-31 to Anrich, Inc. related to AFP #15 from Anrich, with these requisitions being held conditioned upon proof of receipt and submission of the materials certification sheets to PennDot as required in the contract and that Mr. Aichele seconded. Motion carried 3-0.

Public Input—Mr. Mike Baldwin, 103 Hedge Row Lane, was present to inform the Board of his concern over the unsatisfactory restoration work that was done to his yard and ask why a storm drain was removed from the street where he and his neighbor's storm drainage previously had flowed. Mr. Butler explained that it was discovered during the water and sewer main installations that the drain did not connect to anything. It was basically a pit with a grate over it, therefore there was nothing to replace or re-connect so upon consultation with the Township engineer, direction was given to close the pit and continue with the water and sewer lines. Mr. Butler explained that the storm drainage/storm water systems are controlled by the Township and that they are aware of the drainage issues and will address them. Mr. Butler also told Mr. Baldwin that the restoration work done on his property has already been inspected and found to be unacceptable. His property is on a list of properties that failed our inspection and it will be re-done.

SMT Update/ Issues—Mr. Manweiler reported that the township is in the early stages of evaluating the Walnut Bottom Road corridor for potential rezoning of some areas to accommodate a proposed multi-functional community. The proposed development would inter-mingle commercial and residential uses into a single subdivision allowing various mixed types of residential housing and mixed commercial uses such as small specialty shops and possible strip malls for other commercial facilities. The Supervisors will keep the Authority informed on the progress since substantial water and sewer facilities would need to be added to the area.

MANAGER'S REPORT— Mr. Kissinger'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.)

Mr. Kissinger reviewed the monthly operations report and answered questions from the Board.

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

Booster Station No. 5 Spare Parts—Mr. Kissinger requested that the Board approve the purchase of spare parts for Booster Station No. 5 in an amount not to exceed \$15,000.00. **Mr. Gembusia made the motion to approve the purchase of spare parts for Booster Station No. 5 not to exceed \$15,000.00. Mr. Manweiler seconded. Motion carried 3-0.**

Draft Audit & DCED Report—Mr. Kissinger reported that he just received the draft audit of the financial statements for the fiscal year ended December 31, 2018 and . Our auditors have asked for a review of the draft audit so that they may prepare the final audit for acceptance. Mr. Kissinger asked for authorization to sign the DCED report for submission to the State as it is closing in on the deadline for filing. **Mr. Manweiler made a motion authorizing Mr. Kissinger to sign and submit the DCED report to the State. Mr. Aichele seconded. Motion carried 3-0.**

Ms. Hall addressed the question presented at the last meeting regarding the ability of the authority staff and billing system to bill a storm water charge to customers in the Westgate development if the Township follows through in establishing a stormwater district for that development. Ms. Hall checked with Jamie who does the customer billing and it is possible to add an additional billing code which could be processed as a separate charge on the customer's statement and tracked separately through the system for

collection and reimbursement to the Township. Ms. Hall did voice a concern regarding the appearance of the charge being linked to the authority in relation to questions and complaints about the additional charge on the resident's bill.

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).

Mr. Butler reviewed key points of the task orders in his report.

Local Limits Task Order No. 28—This item was tabled.

SOLICITOR'S REPORT—Mr. Wyland had no new issues to present.

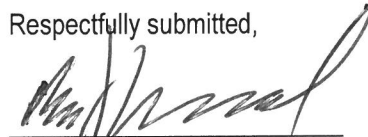
SPECIAL COMMITTEE REPORTS—No report at this time.

At 8:01pm Mr. Gembusia called for adjournment of the regular meeting to enter executive session to discuss possible litigation.

At 8:20 the regular meeting was reconvened. No action was taken subsequent to the executive session.

At 8:20 pm Mr. Manweiler made a motion to adjourn. Mr. Aichele seconded. Motion carried 3-0.

Respectfully submitted,


A handwritten signature in black ink, appearing to read "M. Manweiler", is written over a horizontal line.

Secretary/Asst. Secretary