

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

Board Members Present: William Brown, Chairman, Brian Gembusia, Vice Chairman, Duff Manweiler, Secretary, Steve Aichele, Treasurer, Maurita Hewitt, Asst. Secretary/Treasurer (Via Zoom)

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

Visitors: Chris Shuttlesworth, Resident (Via Zoom)

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

The minutes from the July 13, 2020 meeting were presented for approval. **Mr. Gembusia made a motion to accept the July 13, 2020 minutes as written. Mr. Aichele seconded. Motion carried 5-0.**

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. Mr. Aichele seconded. Motion carried 5-0.**

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

<u>Req. No.</u>	<u>Payee</u>	<u>Amount</u>	*
S-5	GHD, Inc.	\$ 10,604.02	
S-6	DOLI Construction Corp.	\$ 174,467.02	

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

<u>Req. No.</u>	<u>Payee</u>	<u>Amount</u>	*
W-13	GHD, Inc.	\$ 25,064.53	
W-14	DOLI Construction Corp.	\$ 174,467.02	

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>	*
457	GHD, Inc.	\$ 6,167.75	
458	Foster's Welding	\$ 5,100.00	
459	Crain Contracting	\$ 11,575.00	

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>	*
29	SMTMA Sewer Operations	\$ 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 of the following; from the M & T Trust Company 2019A Project Fund-Sewer: S-5 & S-6, from the M & T Trust Company 2019A Project Fund-Water: W-13 & W-14, from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. No. 457, 458, & 459, and from the M & T Trust Co. 2013 Water Clearing Fund : Req. No. 29 Mr. Aichele seconded. Motion carried 5-0.

Public Input—Mr. Chris Shuttlesworth, resident of 531 Limestone Road, was present through Zoom to present a complaint about the driveway restoration done by Doli Construction. Mr. Shuttlesworth described the patch work that was done and stated that compared to the original state of his driveway before construction, the fix is not acceptable. Mr. Shuttlesworth explained that his driveway was wider than most and almost the entire length along the side of the driveway had to be excavated because the water service line was under the paving. The patch is uneven and the width of the restored area is not the same as before construction. Upon continued discussion with Mr. Shuttlesworth, the Board directed Ms. Hall and the engineering staff to meet with the contractor to do a follow-up inspection on the quality of the repair and document the areas of concern. Mr. Brown stated that review of the issues would be expedited and staff would update Mr. Shuttlesworth with a determination on the matter in the near future.

SMT Update/ Issues—None

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

Employee Health Insurance Renewal—Ms. Hall distributed preliminary information regarding the employee health care renewal for the Board's review. The annual renewal date is October 1, 2020 and a new plan will need to be approved at September meeting.

Fairview Street Sewer Extension—Ms. Hall stated the Fairview Street Sewer Extension Project will be put on hold. She has prepared a letter to be sent to the residents in the project area stating that due to current conditions the project will be on hold and that when a decision is made in the future to proceed, a new letter of notification will be sent to those residents.

New SMTMA Website—Ms. Hall stated that the newly designed website should be completed in the next few weeks. The newly designed site has been updated to a more web and mobile friendly design. The site will also allow for the Authority's agendas and approved minutes to be uploaded for public 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).

Storage Tank No. 6 Design—Mr. Butler presented information on the geotechnical work to be performed by ARM for this project. **Mr. Gembusia made a motion to authorize Ms. Hall to sign the ARM Proposal pending the review of the 2013 report not to exceed the amount listed in the proposal. Mr. Manweiler seconded. Motion carried 5-0.**

SOLICITOR'S REPORT—Mr. Wakefield presented information regarding a Resolution NO. 12-08-08-01 which was a resolution prepared in 2008 which would allow reservation of water and sewer capacity by paying a quarterly reservation fee to the Authority. After discussing the matter it was the determination of the Board that the Authority does not want to offer capacity reservation. Mr. Wakefield asked for a motion to adopt a new resolution which repeals the existing resolution. **Mr. Aichele made a motion to adopt Resolution No. 08-10-20-01 which will repeal Resolution No. 12-08-08-01 for capacity reservation. Mr. Gembusia seconded. Motion carried 5-0.**

SPECIAL COMMITTEE REPORTS—**HR Committee**—None.

Finance Committee—Mr. Brown reported that the Finance Committee met at the end of July and reviewed the budget status. The revenue coming in this year still reflects a surplus above what was projected. Some deficits have been identified but review of possible incoming revenue could reduce that deficit substantially. In the next few months the committee will look into possible rate increases in order to maintain a healthy surplus for future projects.

Tapping Fee Adjustment Committee—None.

NEW BUSINESS—None.

At 7:45 pm Mr. Brown moved to adjourn the regular meeting and enter executive session to discuss potential litigation.

At 8:30 pm the regular meeting was reconvened and Mr. Gembusia made a motion to adjourn. Mr. Aichele seconded. Motion carried 5-0.

Respectfully submitted,



Secretary/Asst. Secretary