

**South Middleton Township Municipal Authority—April 8, 2019**  
**Regular Meeting**

**Board Members Present:** William Brown, Chairman, Bryan Gembusia, Vice Chairman, Duff Manweiler, Secretary, Stephen Aichele, Asst. Secretary/Treasurer (Mr. Gembusia arrived at 6:30 pm)

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

**Visitors:** Cory Adams, South Middleton Township Manager  
Kurt Uhler, South Middleton Township Director of Public Works

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

The minutes from the March 11, 2019 meeting were presented for approval. **Mr. Manweiler made a motion to accept the March 11, 2019 minutes as written. Mr. Aichele 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:**

<b><u>Req. Nos.</u></b>	<b><u>Payee</u></b>	<b><u>Amount</u></b>	<b><u>Description</u></b>
S-23	GHD, Inc. DEPT LA 23922 Pasadena, CA 91185-3922	\$ 6,813.76	Inv. No. 117340-Forge Rd Acres Sewer Rehab 47% Sewer Inv. No. 117354-Forge Rd Acres Phase II 47% Sewer Inv. No. 117357-WWTP Upgrade Const. Phase Serv.

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

W-27	GHD, Inc. DEPT LA 23922 Pasadena, CA 91185-3922	\$ 19,002.47	Inv. No. 117340-Forge Rd Phase I-Water 53% Inv. No. 117341-SRBC Waiver Request Inv. No. 117342-Water Model Inv. No. 117352-Water Syst. Disconnects Inv. No. 117356-Water Storage Tank No. 6 Study Inv. No. 117354-Forge Rd Acres Phase II Inv. No. 117353-S. Spring Garden St. Water Line Replacement
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The following requisition was presented for payment from the **M & T Trust Company 2013 Sewer Bond Redemption and Improvement Fund:**

549	Carlisle Borough 53 W. South Street Carlisle, PA 17013	\$ 149,744.96	Capital Invoice Nos. 30225, 30224, 30253, & 30254
550	Hach Company 2207 Collection Center Dr Chicago, IL 60639	\$ 51,269.82	Inv. Nos. 11375948 & 11382743 Related to Phosphorous Monitoring System at WWTP
551	Kaylor, Allwein & Hartman, Inc 1529 E Chocolate Avenue Hershey, PA 17033	\$ 520.00	Professional Service-Forge Road Acres Phase 2
552	SMTMA Sewer Operations	\$775.00	Reimburse Greenawalt Inv. No. 7652 Sewer Construction & Trust Fund Audit 2018

553	PFM Asset Management PO Box 62923 Baltimore, MD 21264	\$2,000.00	Inv. No. 103643 Preparation of the Arbitrage Report for the 2013 Wtr and Swr Revenue Bonds and 50 % of the 2014 Wtr and Swr Revenue Bonds
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The following requisition was presented for payment from the **M & T Trust Company 2013 Water Bond Redemption and Improvement Fund:**

428	Rogele, Inc 1025 S 21 <sup>st</sup> St PO Box 1757 Harrisburg, PA 17105	\$ 69,149.08	Water System Disconnections—Inv. No. 1
429	Kaylor, Allwein & Hartman, Inc 1529 E Chocolate Avenue Hershey, PA 17033	\$ 12,570.00	Park Drive Waterline Replacement Survey- Inv. No. 1212 S Spring Garden Street Survey Inv. No. 1211
430	SMTMA Water Operations	\$ 775.00	Reimburse Greenawalt Inv. No. 7652 Portion of Work Water Construction & Trust Funds Audit 2018
431	GHD, Inc. DEPT LA 23922 Pasadena, CA 91185-3922	\$ 448.00	Park Drive Waterline Replacement
432	PFM Asset Management PO Box 62923 Baltimore, MD 21264	\$ 1,500.00	Inv. No. 103643 Preparation of the Arbitrage Report for the 2013 Wtr and Swr Revenue Bonds and 50 % of the 2014 Wtr and Swr Revenue Bonds

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.

24	SMTMA (Water Operations Account)	\$200,000.00	Transfer Funds for Payment of Daily Operating Expenses
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**Mr. Aichele made a motion to authorize payment for the following; from the M & T Trust Company 2017 Project Fund—Sewer: Req. No. S-23, from the M & T Trust Company 2017 Project Fund—Water: Req. No. W-27, from the M & T Trust Company 2013 Sewer Bond Redemption and Improvement Fund: Req. No. 549, 550, 551, 552, 553 and from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. No. 428, 429, 430, 431, 432 and from the M & T Trust Co. 2013 Water Clearing Fund Req. No. 24 . Mr. Manweiler seconded. Motion carried 3-0.**

**Public Input**—None.

**SMT Update/ Issues**—Mr. Kissinger asked Mr. Adams about the status of the Children's Lake dam replacement project related to the question of whether the Authority will have to pay any or all costs to have the existing water and sewer line, which run through or adjacent to the existing dam relocated. Mr. Adams said that those costs should be included in the total project cost and that the Authority should not have to pay for the relocation. He will make sure that the Authority is kept in the loop with future planning and progress of the project.

**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.

**Porches at Allenberry-Phase I Deed of Easement**—Mr. Kissinger presented an Easement Agreement prepared to cover the water lateral stubs for each lot in Phase I of the Porches development. This agreement is a blanket agreement that covers all of the lateral

connections versus preparing an easement agreement for each individual property. Mr. Kissinger asked for a motion to execute the agreement. **Mr. Aichele made a motion to execute the Porches at Allenberry Phase I Deed of Easement agreement. Mr. Manweiler seconded. Motion carried 3-0.**

Mr. Kissinger presented a resolution allowing the Authority to obtain the needed water easement through one of the two Karen Hall properties by condemnation. Numerous attempts to obtain the easement from Ms. Hall have failed. Mr. Kissinger asked for a motion to adopt **Resolution No. 04-08-2019-01** allowing the Authority to proceed with condemnation. **Mr. Manweiler made a motion to approve Resolution No. 04-08-2019-01. Mr. Gembusia seconded. Motion carried 4-0.**

Mr. Kissinger informed the Board that the contract for liquid and solid sludge hauling currently held by Jones Custom Manure Hauling was extended for 1 year. This is the final extension allowed under the previous bid and the contract will have to go out for bid next year. Mr. Uhler asked if the Authority is in need of any additional parcels of land for application of the sludge. He stated that the Township owns two parcels of farmland, one behind the South Middleton Park and one across the road from the park. One property is about 50 acres and the other is about 38 acres. He said that they are both badly in need of organic fertilization and that the Township would be glad to make them available.

**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.

Mr. Butler had nothing additional to report.

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

**SPECIAL COMMITTEE REPORTS**—No report at this time. Mr. Brown stated that since Mr. Wilson's exit from the board, the HR Committee had been idle. He asked Mr. Aichele to accept appointment to serve on the HR Committee along with himself and also continue on the Capital Committee. Mr. Aichele accepted. Mr. Brown requested that Ms. Hall arrange a meeting for the HR Committee to start consideration of revisions to the current HR manual. He also asked Mr. Butler to arrange a meeting of the Capital Committee in the near future to continue planning.

Mr. Adams and Mr. Uhler asked for a brief discussion of concerns about the Forge Road Acres Phase 1 Project as presented in the recent letter sent to the Authority. A general discussion was held to address the concerns.

At 7:12 pm Mr. Brown called for adjournment of the regular meeting to enter executive session to discuss possible litigation, real estate and personnel.

At 8:18 the regular meeting was reconvened. **Mr. Gembusia made a motion to authorize the hiring of two new employees with pay rates of \$19.00 per hour for Noah Davis and \$22.50 per hour for Patrick Hogue contingent upon the results of their background checks. Mr. Aichele seconded. Motion carried 4-0.**

**At 8:20 pm Mr. Manweiler made a motion to adjourn. Mr. Aichele seconded. Motion carried 4-0.**

Respectfully submitted,

  
Secretary/Asst. Secretary