

South Middleton Township Municipal Authority—May 13, 2019
Regular Meeting

Board Members: William Brown, Chairman, Bryan Gembusia Vice-Chairman, Stephen Aichele, Treasurer

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

Visitors: Cory Adams, South Middleton Township Manager

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

The minutes from the meeting of April 8, 2019, were presented for review and approval. **Mr. Gembusia made a motion to accept the minutes as presented. Mr. Aichele seconded the motion. The motion carried 3-0.**

The monthly operations invoices were presented for payment. The Board members present initialed the payment register. **Mr. Gembusia made a motion to pay the invoices as presented. Mr. Aichele seconded the motion. The motion carried 3-0.**

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

<u>Req. #</u>	<u>Payee</u>	<u>Amount</u>	<u>Purpose For Which Incurred</u>
S-24	GHD, Inc. DEPT LA 23922 Pasadena, CA 91185-3922	\$ 13,271.63	Inv. No. 119359 WWTP Upgrade Const Phase Services, Forge Rd Acres Project Phase I 47% Sewer Invoice No. 119346 Forge Rd Acres Project Phase II 47% Sewer Invoice No. 119352
S-25	Anrich, Inc. 1271 South Gulph Road Wayne, PA 19087	\$ 95,031.39	Forge Rd Acres Project – Phase I 47% Sewer, Invoice No. 14

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

W-28	GHD, Inc. DEPT LA 23922 Pasadena, CA 91185-3922	\$ 19,956.00	Inv. No. 119346 Forge Rd 53% Phase I Inv. No. 119349 Water Model Inv. No. 119350 Water Sys Disconnects Inv. No. 119351 S Spring Garden Waterline Replacement Project Inv. No. 119358 Wtr Storage Tank No. 6 Study Inv. No. 119348 SRBC Waiver
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Inv. No. 119347 Water System Interconnect
Inv. No. 119352 Forge Rd 53% Design Phase II

W-29	Anrich, Inc. 1271 South Gulph Road Wayne, PA 19087	\$107,163.05	Forge Rd Acres Project – Phase I 53% Water, Invoice No. 14
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The following requisition is presented for payment from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund:

433	GHD, Inc. DEPT LA 23922 Pasadena, CA 91185-3922	\$ 2,359.50	Inv. No. 119357 Park Dr Wtr Line Replacement
434	SMTMA Water Operations PO Box 8 Boiling Springs, PA 17007	\$ 29,908.80	Reimbursement for Core & Main Invoice No. K292192 for 48 1" Meter Pits for the Porches at Allenberry Project
435	Rogelee, Inc. 1025 S 21 st Street PO Box 1757 Harrisburg, PA 17105-1757	\$ 14,793.43	Water System Disconnects Invoice No. 2
436	PennDot Office of Comptroller Operations AR PENNDOT NON-APRAS PO Box 15758 Harrisburg, PA 17105	\$ 874.92 \$ 9,448.30	Inspection of Water Line Forge Road Acres Project Phase I Invoice No. 1802332088 Invoice No. 1802337802

Mr. Gembusia made a motion to authorize payment of Requisition Nos. S-24 & S-25 from the M & T Trust Company 2017 Project Fund Sewer, Requisition Nos. W-28 & W-29 from the M & T Trust Company 2017 Project Fund Water, and Requisition Nos. 433, 434, 435 & 436 from the M & T 2013 Water Bond Redemption & Improvement Fund. Mr. Aichele seconded the motion. The motion carried 3-0.

Public Input – None

SMT Update/Issues – Mr. Adams reported that the Township is currently laying groundwork to establish a stormwater district for Westgate Development. Mr. Adams was inquiring as to whether the Authority's billing system may be able to handle billing and collections for stormwater fees and then remit those fees to the Township. A discussion was held concerning possible billing scenarios. Mr. Kissinger and Ms. Hall will look at the administrative issues, and a future discussion will be held.

MANAGER'S REPORT— Mr. Kissinger's monthly 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 presented the monthly budget for review and discussion.

Mr. Kissinger presented two documents from M & T Bank for the Board's execution. The first document was the Confirmation of Contact Information, and the second was a document to have Josephine Hall added as a signatory. **Mr. Gembusia made a motion to authorize the execution of the documents presented. Mr. Aichele seconded the motion. The motion carried 3-0.**

Mr. Kissinger presented a request to purchase a new flush truck for a not to exceed price of \$400,000.00. Mr. Kissinger turned the floor over to Ms. Hall to present and provide the synopsis of the two proposals that they had received. **Mr. Aichele made a motion to purchase a new flush truck for a “not to exceed” price of \$400,000.00. Mr. Gembusia seconded the motion. The motion carried 3-0. Mr. Aichele made a second motion to advertise the old Flush Truck on Municibid for the best price possible. Mr. Gembusia seconded the motion. The motion carried 3-0.**

Mr. Kissinger presented a proposal from Keystone Engineering to provide SCADA for the Morgan's Crossing/Jefferson Court Pumping Station. The Developer's specifications do not include a requirement to provide SCADA. This proposal is for the programming portion of providing SCADA service for this station. The Developer paid for the radio survey. Mr. Kissinger presented a revised lower proposal price of \$29,750.00. **Mr. Kissinger said that he felt it was a fair quote for the scope of work proposed, and requested board action to approve. Mr. Aichele made a motion to accept the proposal from Keystone Engineering for a “not to exceed price” of \$29,750.00. Mr. Gembusia seconded the motion. The motion carried 3-0.**

Mr. Kissinger requested Board approval to apply for and transfer the 2019 Series A monies to PLGIT. **Mr. Gembusia made a motion to approve the application and transfer of funds to PLGIT. Mr. Aichele seconded the motion. The motion carried 3-0.**

Mr. Kissinger presented a Construction Agreement for Netherby Development Phase 4A to the Board for approval and execution. **Mr. Gembusia made a motion to approve and execute the construction agreement for Netherby Phase 4A. Mr. Aichele seconded the motion. The motion carried 3-0.**

Mr. Kissinger turned the floor over to Josephine Hall to provide a synopsis of the pump issues and continued infiltration taking place at Pumping Station No. 3. This station was renovated in 2018. The flows are consistently higher and all three pumps have failed, and as such, Ms. Hall reported that the Godwin bypass pump is currently being used, which requires more staffing through the night. Ms. Hall added that each of the three pumps has had new seals and impellers since their installation. Ms. Hall presented options on addressing the infiltration, beginning with letters to the homeowners to address sump pumps that are potentially discharging into the sewer system. She also suggested exploration work on the force main and pigging of the line. She added that with the addition of two people to the maintenance crew there is more flexibility to concentrate on these issues, but it is all labor intensive. Mr. Brown stated that it's imperative that the force main be looked at as soon as possible. Mr. Butler added that costs will be incurred to take the flow from the force main somewhere, preferably Mt Holly Treatment Plant. **After a lengthy discussion, Mr. Gembusia made a motion to approve a “not to exceed” price of \$20,600.00 for pigging the line and hauling the sewage flow. Mr. Aichele seconded the motion. The motion carried 3-0.**

Mr. Kissinger reported that the staff performed a control burn of several of the reed beds and two of those beds were cleaned by staff as well. Staff did all the work, which saved the Authority a considerable amount of money. However, the PVC piping was compromised and is in need of replacement. Both Mr. Kissinger and Ms. Hall wanted the Board to know that this was not a budgeted item. The replacement piping will be ductile iron and the plan is for uniform piping in all the beds. The cost will be approximately \$5,000.00 per bed and the staff will be doing all the work.

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. (The memorandum is filed with these minutes as a permanent record).

Mr. Butler gave a brief summary of each task order and there were no action items this month.

SOLICITOR'S REPORT - Mr. Wakefield had nothing new to report.

Mr. Brown reported that he, Ms. Hall and Mr. Aichele had a meeting to review the policies in the HR Manual. Ms. Hall is currently making some revisions as per their discussion. The HR Committee will make an effort to sit down again in the latter part of June.

Mr. Brown, reported that the Capital Project Committee met to review Capital Projects looking forward to the next 10 years. The current working capital compared to the current expected expenditures should take the Authority into 2021 before a deficit occurs. At the end of 2019, there is an expected surplus. The committee will meet quarterly to do an evaluation of the projects. Mr. Brown added that the committee expects that the Authority should be able to manage the current debt with mild rate increases when necessary, without assuming any more debt.

NEW BUSINESS – None

At 7:58 p.m. Mr. Brown announced that the Board would be moving into an executive session to discuss potential litigation and personnel. At 8:55 p.m. the Board resumed the regular meeting agenda.

At 8:55 p.m., Mr. Aichele made a motion to adjourn. Mr. Gembusia seconded the motion. The motion carried 3-0.

Respectfully submitted,


Secretary/Asst. Secretary