

South Middleton Township Municipal Authority

345 Lear Lane, Boiling Springs, PA 17007 | P - 717.258.6476 | www.smtma.net

Municipal Authority November 14, 2024 | 4:00 PM

MINUTES

CALL TO ORDER

Present: BRYAN GEMBUSIA — Chairman, WILLIAM BROWN — Vice Chairman, DUFF MANWEILER — Secretary, STEVE AICHELE — Treasurer, Josephine Hall — Authority Manager, Robert Kissinger — Authority Advisor, Mark Pickering (GHD) — Engineer, Cory Adams — Township Manager, Ali Jones — Recording Secretary, Bryan Salzman — Solicitor, Scott Young and Randi Young

The meeting was called to order at 4:00 p.m. by Chairman Bryan Gembusia.

PUBLIC INPUT

There was no public input.

MINUTES

October 10, 2024

October 31, 2024

William made a motion to approve the minutes for October 10, 2024 and October 31, 2024. Duff seconded, and the vote in favor was 4-0.

PAYMENT OF REQUISITIONS

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

<u>Req. No.</u>	<u>Payee</u>	<u>Amount*</u>
656	GHD, Inc.	\$20,368.23
657	E.K. Services	\$68,196.45
658	WYElectric LLC	\$12,502.50
659	David H. Martin Excavating, Inc.	\$14,500.00

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

<u>Req. No.</u>	<u>Payee</u>	<u>Amount*</u>
550	GHD, Inc.	\$19,802.51
551	Salzman Hughes, PC	\$1,700.00

* A 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.

Duff made a motion to authorize payment of the following requisitions from the M & T Sewer Bond Redemption & Improvement Fund (Req. No. 656, 657, 658, 659) and from the M & T 2013 Water Bond Redemption & Improvement Fund (Req. No. 550, 551). Steve seconded, and the vote in favor was 4-0.

REPORTS

Manager Report

The manager's monthly report was included in the meeting packet for the Board to review. (A copy of the manager's report is filed as a permanent record with these minutes). Josie reviewed several items in the report including the reimbursable expenses to the Township, inter-municipal items, personnel changes and updates, a Well 3 update, a request from Garden Parkway Mobile Home Park, sewer lateral issues at 11 East Hunter Drive, and a chlorine scale purchase.

Josie explained that the homeowner of 11 East Hunter Drive, Scott and Randi Young, were in attendance to address the issues they are having with their sewer lateral. The property was in the Forge Road Acres Phase 1, based on records the sewer laterals were completed in September 2018. Since that time, the homeowner has stated that the lateral has backed up twice into the basement. Following the most recent incident, they had a plumber camera the line and found what appears to be a gap or separation between the installed SDR 35 and the preexisting lateral. The issue appears to be after the cleanout at the ROW, which typically is the responsibility of the homeowner, however in this situation, due to the Authority project, the homeowner has requested that the Authority repair the damage.

Bill asked what type of correction Josie recommended. Josie replied that she would have to consult with GHD. However, it does appear that the type of joint used by the contractor was not the appropriate one due to the size differential. Bill also asked if this is something that the Authority would reimburse the homeowner for or if it was something that the Authority would repair. Josie replied that either could work, she just wanted to make sure that the Board was okay with the Authority covering the cost. She does however believe that the issue is being caused by a mistake from the original contractor. Bryan S. asked the homeowners if they had a proposal from a plumber. Mr. Young replied that they would prefer the Authority correct the issue; they will take care of all landscaping. Bryan S. added that since it connects to our main, he feels it is in our best interest to make sure it is done correctly.

Bill made a motion to authorize management to correct the issue with an amount not to exceed \$10,000. Steve seconded, and the vote in favor was 4-0.

Josie assured the homeowners that she would be in touch next week. Bryan G. asked what exactly the contractor did wrong. Josie replied that after some discussion with GHD, it seems as though the contractor did not use a rigid fernco to make the connection, like they should have due to the different sizes. Bryan G. asked if they believe it was done at any other connections and if there is any recourse on the contractor. Josie replied that she cannot say, and the only way they would know, is to camera each of the connections. However, since they have not seen any other issues, they believe it may just be this one.

Josie stated that the chlorine scale at Well House 2 recently stopped working. After working with the vendor, they determined that it was not something that could be readily repaired, so

they took the scale unite from Well House 3 as a temporary solution. She however was requesting authorization to purchase two new scale sets, one to go into WH3 and one to have a spare unit. She noted that the units are roughly 15 years old and parts to repair them are difficult to find. She also noted that each well location uses the same unit so the spare could work at any well site. A new unit costs \$5,145.00 (calibration included) so she was requesting authorization for the purchase of two units in the cost of \$10,290.

Steve made a motion to approve the purchase of 2 chlorine scales. Bill seconded, and the vote in favor was 4-0.

Josie also stated that she received a request from Douglas Brehm for a fourteen unit expansion of the Garden Parkway Mobile Home Park. She explained that she would like to set up a meeting at a later time to discuss the overall allocation because this is in an area which is being closely looked at for capacity needs. She stated that she has not yet responded to the letter, but planned to let them know about setting up a meeting and would be in touch after.

As for the Smith Farm Lot 7 Security Bond Release, Josie explained that when the developer's agreement was put into place, the developer bonded the tapping fee installment payment. They have requested that we release the bond associated with the second installment payment. She noted that the payment was made in September. She added that the developer did 3 separate security bonds for the second, third, and fourth installments; this release is just for the second installment payment.

Bill made a motion to approve the security release. Duff seconded, and the vote in favor was 4-0.

Josie stated that she was not able to finalize the 2025 draft budget, so she is requesting the Board hold their alternate meeting on November 26 at 4:00 p.m. She will send the information out for review prior to the meeting.

Bill noted that the standard specifications were tabled last month and asked if it was still on hold. Josie replied that after some discussion, they decided to approve it after the budget and any possible rate adjustments have been made. Bill also asked the status of a bookkeeper. Cory replied that they are looking at applications and are hopeful to have a new hire within the next month or so.

Consulting Engineer Report

Mark presented the monthly memorandum, as distributed in the meeting packet, detailing the progress of the task orders prepared by GHD. (Memorandum will be filed with these minutes as a permanent record).

Well 3 & Tank 5 Update: Mark explained that the tank is cleaned and disinfected per DEP requirements. He noted that he was onsite to determine the most feasible alternative for emergency blowoff in case of a future immediate need; however at this time, turbidity levels have indicated favorable conditions to bring the well back into service without blowoff. Josie noted that they are just waiting on DEP's signed and sealed letter. Josie added that it is her intention to only fill when staff is onsite but they are hopeful to have tank 5 filled by next week. Steve clarified that they can use the well without the inline turbidimeter. Josie replied yes, they can do manual readings with their handheld turbidimeter. She added that Control Systems 21 did do the integration already. Mark stated that longer term, GHD continues analysis on alternatives for system resiliency and/or other alternatives.

Wellspring Meeting/Correspondence: Mark stated that they spoke with their engineering staff because they were trying to get an understanding of the pressures in the area, what happened, and if it is a regular occurrence since they were trying to get their fire flow pumps sized. GHD provided an update on what happened with the well and provided some timelines for reinstatement. Mark noted that they seemed satisfied with the information provided.

Pump Station 4 Design & Permitting Update: GHD is working to finalize the DEP permit documents for submittal this month. They expect technical comments in January and plan to prepare a bid package for a Winter 2025 bid. They are hopeful to provide a pre-bid package to staff prior to the holidays.

Tank 6 Design & Permitting: Mark explained that they are working on the technical review responses to the DEP questions received from the Public Water Supply Permit submittal. They have also submitted responses to the review comments received from the Cumberland County Conservation District for the NPDES Stormwater Control. The variance request to the Township for the tank height has been approved and GHD plans to attend the Planning Commission meeting on November 21st to request conditional use approval. Following permit reviews and approval, GHD will prepare bid documents. He noted that the bidding period will correspond to relevant agency funding approvals, but expected between January/February 2025.

Carlisle Pumping Station 2 Update: Mark noted that the forcemain and paving/restoration has been completed. The pump speed change has been completed and the report has been received. GHD is preparing record drawings.

Bill requested that Mark coordinate with Josie and update the budgeting spreadsheet.

Solicitor Report

Bryan S. explained that they used a standard consultant services agreement for IT Services. They made no changes and signed/returned the agreement, along with a proposal.

Duff made a motion to approve the Consultation Agreement with SelecTech. Bill seconded, and the vote in favor was 4-0.

Tapping Fee Committee Report

Bill noted that this report is on hold until after the new year.

Capital Projects Committee Report

Bill noted that it will be available prior to the next meeting.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION (If Necessary)

The meeting adjourned to executive session at 4:39 p.m.

BILLS FOR PAYMENT

The monthly invoice list processed by South Middleton Township on behalf of the Authority was available for the Board to review. Josie presented 2 checks made payable to South Middleton Township for approval. One in the amount of \$147,739.87 for invoiced expenses

and the other in the amount of \$57,326.50 for payroll expenses.

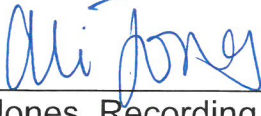
Bill made a motion to approve the payments. Steve seconded, and the vote in favor was 4-0.

ADJOURNMENT

The regular meeting reconvened at 4:55 p.m.

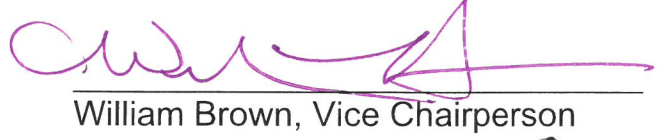
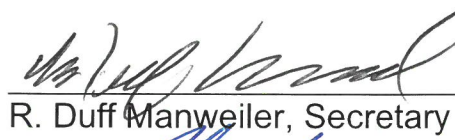
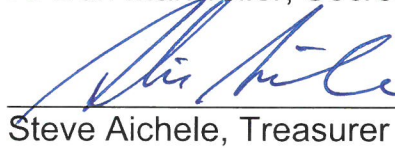
Steve made a motion to adjourn at 4:56 p.m. Duff seconded, and the vote in favor was 4-0.

WITNESS:



Ali Jones, Recording Secretary

**SOUTH MIDDLETON TOWNSHIP
MUNICIPAL AUTHORITY BOARD:**


Bryan Gembusia, Chairperson
William Brown, Vice Chairperson
R. Duff Manweiler, Secretary
Steve Aichele, Treasurer
