

MINUTES  
**LOWER SWATARA TOWNSHIP MUNICIPAL AUTHORITY**  
**MARCH 26, 2018**

The March 26, 2018 Regular Meeting of the Lower Swatara Township Municipal Authority was called to order at 7:00 P.M by Chairman Wilkinson. Chairman Wilkinson called for the pledge of allegiance. The record indicated the following officials in attendance:

- Richard Wilkinson, Chairman
- Daniel Magaro, Vice Chairman
- Chester Hartz, Secretary
- Scott Spangler, Treasurer
- Frank Popp
- Peter Henninger, Solicitor
- Frank Lynch, Interim Township Manager
- Josh Fox, Engineer
- Tracey Bechtel, Recording Secretary

Residents and visitors in attendance:

Lester Lanman (LSTMA)  
Todd Truntz, (LST Commissioner)  
Tom Scott (Attorney for Linden Centre)

Public comments: Mr. Scott introduced himself to the Board and indicated he represents Jim Nardo from the Linden Centre, LLC. Mr. Scott is here this evening asking the Authority to sign the Agreement Amending November 1, 1975 Sewer Line Agreement that Solicitor Henninger has provided to the Board. This Agreement is between, Linden Centre, LLC, successor in interest to Sanndrel of Pennsylvania, Inc., and First Catholic Slovak Union of the United States and Canada, (FCSU), and Municipal Authority of Lower Swatara Township. The Amendment is releasing FCSU for its obligation under the original 1975 Agreement.

A motion was made by Mr. Magaro seconded by Mr. Popp to approve the Agreement Amending the November 1, 1975 Sewer Line Agreement contingent on the signatures from the Linden Centre, LLC and the First Catholic Slovak Union. The motion was unanimously approved.

A motion was made by Mr. Spangler seconded by Mr. Hartz to approve the February 26, 2017 Meeting Minutes. The motion was unanimously approved.

Mr. Fox noted that the Developer for the Buddy's Run Subdivision called Mr. Lanman and asked to be put on the Agenda for approval this evening. Mr. Fox indicated that HRG has reviewed their third plan submission and

he included that at the end of his Engineer's Report packet that he handed out this evening. HRG has seven (7) minor comments. HRG would recommend the Authority consider approval of the plan contingent on addressing those seven (7) comments.

A motion was made by Mr. Hartz seconded by Mr. Popp to approve the plan relative to the sanitary sewer system for the Buddy's Run Subdivision and Land Development Plan contingent on the developer addressing the seven (7) comments from HRG's review. The motion was unanimously approved, with Mr. Spangler abstaining.

**Engineer's Report:** Mr. Fox distributed the monthly written report.

**2018 Proposed Capital Improvement Projects - Green Plains FM Discharge Downstream Manholes Lining – Rehabilitation:** No Update to report.

**Chapter 94 Report for 2017:** The Chapter 94 Municipal Wasteload Management Report for the 2017 Calendar Year has been completed. A copy of the report was submitted to DTMA, Highspire, and Middletown on March 20, 2018. Mr. Fox noted that the annual average flow for both Highspire and Middletown have been the lowest that's been recorded in the last five (5) years. The work the Authority staff has been doing is definitely showing a positive result.

**Land Development Projects Update:**

***The Pond at Fulling Mill (Retirement Community)*** – The Contractor provided a submittal for the Armorock Polymer Manhole Rehab Insert for MH TW-1. Mr. Lanman and HRG reviewed and provided comment back to the Contractor on February 27, 2018. No update to report on the revisions needed by the Developer for MH TW-2.

***Enterprise Pre-Delivery Inspection Center*** – No correspondence was received over the past month.

***Phoenix Contact LCA Expansion*** – The manhole that the sewage flow meter for Phoenix Contact is located in will be abandoned as part of the LCA Expansion Project. The Developer's Engineer provided correspondence on the proposed temporary meter location upstream of the construction work and a proposed permanent meter location downstream of all building sewer connection after completion of construction. Mr. Lanman and HRG reviewed this information and provided correspondence back providing concurrence with this plan, provided the metering location is in accordance with the meter manufacturer's requirements.

***UPS Northeast Hub*** – Mr. Lanman provided a response which requested additional information in order to respond to the Developer's Engineers initial capacity request. HRG completed an analysis of the existing North Union Street Pump Station to identify the improvements needed to increase the pumping capacity from 260 gpm to 425 gpm in order to handle the projected flow from UPS and Hershey Creamery. A draft version of the memorandum identifying the results of our analysis and the improvements required was provided to Manager Lanman on March 20, 2018. A copy is included for the Authority's information.

A meeting to discuss a developer's Agreement is being planned for early April 2018.

The Authority Board further discussed the improvements that will be needed for the North Union Street Pump Station with Mr. and Fox and Mr. Lanman and concluded that a new pump station would be more advantageous versus upgrading the existing one. The Board directed HRG to inform the Developer that due to the proposed upgrades the Authority would like a new pump station built.

***Hershey Creamery Expansion*** – No correspondence was received over the past month.

***William's Manor*** – No correspondence was received over the past month.

***Buddy's Run Subdivision*** – Plan Review No. 3 has been completed. A number of minor technical comments must be addressed and plans must be resubmitted for review. In addition, a Developer's Engineer opinion of probable construction costs is needed for review and approval.

***PSU Meade Heights*** – No correspondence was received over the past month.

***Stoneridge Lot 1*** – Plan Review No. 2 has been completed and minor updates to the details to reflect the recently adopted Standard Sewer Construction Specifications for Sanitary Sewer Extensions are needed. Once those revisions have been made, the drawings from a sanitary sewer perspective will be acceptable for construction purposes. In addition, a Developer's Engineer opinion of probable construction costs is needed for review and approval.

***SBC Pennsylvania Building Expansion (2755 Spring Garden Drive)*** – No correspondence was received over the past month.

***Building #300-Capital Logistics Center*** – Plan Review No. 1 has been completed. A number of technical comments must be addressed and the plans must be resubmitted for review.

**Solicitor's Report:** Solicitor Henninger informed the Authority Board that the Board of Commissioner's raised the user rate starting April 1, 2018 to \$50.00 per month, per EDU as recommended by the Authority Board and the rate study that was completed, was based in part on the Authority borrowing 2.85 million dollars to fund projects over the next four to five years. The Board of Commissioners will have a presentation by Jay Wenger, Susquehanna Group Advisors, Inc., at their April 4, 2018 meeting regarding the issuance of general obligation bonds for the improvements and upgrades to the sanitary sewer system.

Solicitor Henninger noted that last month the Authority Board approved a motion to prepare a resolution to increase the tapping fee from \$3,200.00 to \$3,650 in reaction to the Derry Township notification that effective July 1, 2018 the capacity fees will increase from \$1,650.00 to \$2,400.00.

A motion was made by Mr. Spangler seconded by Mr. Magaro to approve Resolution 2018-R-2 amending Resolutions 2005-R-1, 2006-R-1, and 2016-R-1, amending connection fees, tapping fees, reimbursement fees and special purpose fees pursuant to a March 2015 Wastewater Collection and Conveyance Facilities Capital Charges Study pursuant to ACT 57 of 2003. Prepared by Herbert, Rowland & Grubic, Inc., against the owner of each property who connects such property with the Authority's sewer system; providing the manner of payment of such fees; and providing for enforcement of payment of such fees. The motion was unanimously approved.

Solicitor Henninger requested an executive session to discuss Inter-municipal issues after the regular meeting this evening.

**M.A. Manager's Report:** Mr. Lanman reported that he received a phone call from a gentlemen from Penway Construction Co. who recently purchased the property at 2171 Rosedale Ave. He is asking the Authority if he could connect a proposed new house to an existing sewer lateral at 2169 Rosedale Avenue. This same situation was discussed in October 2016 with Mr. Schiavoni who at that time was going to build a new home at 2171 Rosedale Avenue.

Solicitor Henninger stated that the Authority would need the same two items that was discussed with Mr. Schiavoni. A private easement agreement would be needed between 2169 and 2171 Rosedale Avenue and a private maintenance agreement between the property owners.

Mr. Lanman reported on the Armorock quote that he included in the Board packets this month. This is on hold for the moment till we get more information back from The Pond at Fulling Mill.

Mr. Lanman updated the Board on the Highspire meeting as well as the GIS and televising that staff has been working on.

**Township Manger's Report:** Mr. Lynch informed the Board that as of February 28, 2018 there is a balance over 1.4 million dollars in the Sewer Investment Account. A recommendation came from the Finance Department to transfer \$500,000 into a higher interest bearing CD. The available rates for CD at Mid Penn Bank would be as follows: 6 month at 1.20%; 9 month at 1.35%; and 12 month at 1.50%.

A motion was made by Mr. Hartz seconded by Mr. Magaro to approve transferring \$500,000 from the Sewer Investment Account into a 12 month CD. The motion was unanimously approved.

Mr. Lynch noted the Aging Report that was included in the Board packet. This report shows who is currently delinquent by 30-60-90 days and by how much. Mr. Lynch recommended that the Board receives these reports on a monthly or quarterly basis. The Board followed with a discussion on the delinquent list and Solicitor Henninger recommended that Mr. Lynch, Ms. Bechtel and himself sit down and look at our current policy of collecting delinquent accounts and how we can make it more efficient and effective and report back to the Board.

A motion was made by Mr. Spangler seconded by Mr. Magaro to approve March expenses in the amount of \$141,408.99. The motion was unanimously approved.

A motion was made by Mr. Magaro seconded by Mr. Hartz to adjourn the meeting and convene into executive session for inter-municipal issues. The motion was unanimously approved and the meeting adjourned at 78:20 P.M.

ATTEST:

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Tracey Bechtel, Recording Secretary