

MINUTES  
**LOWER SWATARA TOWNSHIP MUNICIPAL AUTHORITY**  
**JULY 23, 2018**

The July 23, 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
- Elizabeth McBride, Township Manager
- Josh Fox, Engineer
- Tracey Bechtel, Recording Secretary

Residents and visitors in attendance:

Todd Truntz, (LST Commissioner)

A motion was made by Mr. Popp seconded by Mr. Magaro to approve the June 25, 2018 Meeting Minutes. The motion was unanimously approved.

A motion was made by Mr. Magaro seconded by Mr. Spangler to approve Improvement Guarantee Reduction #1 for Penn State Harrisburg – SEC Building in the amount of \$56,376.00 be fully released as all sanitary sewer improvements have been completed. The motion was unanimously approved.

A motion was made by Mr. Spangler seconded by Mr. Hartz to approve the Relocation Pursuant to the Reimbursement Agreement with PennDOT. The motion was unanimously approved.

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

**2018 Proposed Capital Improvement Projects** – A proposal for professional engineering services has been prepared and submitted to the Authority for consideration. HRG is ready to proceed upon receiving authorization and plan to have all design completed prior to the Authority's September Meeting.

A motion was made by Mr. Magaro seconded by Mr. Popp to approve the Proposal for Professional Engineering Services – 2018 Sanitary Sewer System Improvement Project. The motion was unanimously approved.

**Act 537 Plan –Task Activity Report (TAR)** – HRG is prepared to revise and resubmit the TAR upon the Authority’s approval.

**Land Development Projects Update:**

***The Pond at Fulling Mill (Retirement Community)*** – The Phase 2 land development plan for this project has been reviewed and comments returned to the Developer on July 5, 2018.

***Enterprise Pre-Delivery Inspection Center*** – Construction of the sanitary sewer facilities began the week of July 16, 2018 and are expected to be completed within 2 weeks.

***Phoenix Contact LCA Expansion*** – No correspondence was received over the past month.

***UPS Northeast Hub*** – The Developer’s Engineer has requested a meeting with HRG and the Authority Manager to review the design considerations and standards for replacement of the North Union Street Pump Station. The meeting is being held at HRG’s Office on July 25, 2018 at 10am.

***Hershey Creamery Expansion*** – The Developer has submitted a capacity request for 138 EDUs. HRG and the Authority Manager will be completing a drawdown test of the North Union Street Pump Station to confirm total capacity and compare it to flow records and purchased EDUs prior to approval of the application. This information will also be used in discussions with the UPS Engineer.

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

***Buddy’s Run Subdivision*** – No correspondence was received over the past month

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

***Stoneridge Lot 1*** – HRG has completed the third review of the land development plans for Stoneridge Lot 1 and found the plans to be acceptable. Based on our review, we recommend that financial security for the sewer improvements be made in the amount of \$11,814.00.

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

***Building #300-Capital Logistics Center*** – No correspondence was received over the past month.

***Star-Barn Duplexes*** – No correspondence was received over the past month.

***Woodridge PH II Section 9*** – The initial submission of the land development plan for this project has been reviewed and comments returned to the Developer on June 18, 2018.

***Campus Heights Village III*** – The initial submission of the land development plan for this project has been reviewed and comments returned to the Developer on June 18, 2018.

**Solicitor’s Report:**

Solicitor Henninger noted that the Authority received six (6) tax sales coming up in September so notifications have been sent out to those property owners. We also got notice of a foreclosure sale on a property that we have liened.

Solicitor Henninger requested a brief executive session immediately following the meeting to update on the litigation matter.

**M.A. Manager's Report:** Mr. Lanman updated the Board on numerous items that he has been working on this past month.

Mr. Lanman noted that the Sheetz property bought 25 EDUs back in 2014. They have been consistently going over that limit for the past year. Their highest has been 50 EDU's, so with that said, Mr. Lanman is recommending that he send a letter to Sheetz indicating they need to purchase an additional 25 EDUs. The Board agreed.

**Township Manger's Report:** Ms. McBride asked the Municipal Authority Board for a verbal resolution this evening authorizing/supporting the Township to seek \$180,000 from the Gaming Advisory Board to update the Act 537 Plan.

A motion was made by Mr. Magaro seconded by Mr. Spangler to request the Board of Commissioners to submit a grant application to the Gaming Board in the amount of \$180,000 to pay for the needed Act 537 Plan. The motion was unanimously approved.

Ms. McBride indicated she has prepared letters to go out to sewer customers owing \$150.00 or more on their account. She is hoping to send these letters out by tomorrow or Wednesday with a payment due date of August 15<sup>th</sup> mentioned in the letter. Those customers who choose not to pay, a second letter will go out with a second payment due date of September 12<sup>th</sup>, after that we will either shut off water or lien those properties. Ms. McBride noted that a signed payment plan Agreement will be available for those customers who need to pay over time. Mr. Magaro asked Ms. McBride to forward him a copy of the letter being sent.

A motion was made by Mr. Spangler seconded by Mr. Magaro to approve July expenses in the amount of \$234,452.19. The motion was unanimously approved.

**Old Business:** Act 537 Plan, Mr. Fox just reviewed where this stands from last month's meeting and asked the Board if they had any questions.

**New Business:** None

A motion was made by Mr. Magaro seconded by Mr. Hartz to adjourn the meeting and convene into executive session. The motion was unanimously approved and the meeting adjourned at 7:34 P.M.

ATTEST:

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Tracey Bechtel, Recording Secretary