

MINUTES
LOWER SWATARA TOWNSHIP MUNICIPAL AUTHORITY
NOVEMBER 19, 2018

The November 19, 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
- Chester Hartz, Secretary
- Scott Spangler, Treasurer
- Frank Popp
- Peter Henninger, Solicitor
- Elizabeth McBride, Township Manager
- Josh Fox, Engineer
- Tracey Bechtel, Recording Secretary

Absent: Daniel Magaro, Vice Chairman

Residents and visitors in attendance:

Lester Lanman (LSTMA Manager)

Caleb Krauter, (HRG)

Todd Truntz, (LST Commissioner)

Matt Socha (Flynn Group LLC)

A motion was made by Mr. Popp seconded by Mr. Spangler to approve the October 22, 2018 Meeting Minutes. The motion was unanimously approved.

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

2018 Proposed Capital Improvement Projects – Contract 18-1: Sanitary Sewer Rehabilitation: The executed agreement, bonds, and certificates of insurance have been received, initial comments addressed, and have been provided to the Authority for signature. A preconstruction conference will be scheduled with Mr. Lanman and the Contractor in early December.

Contract 18-2: Flow Meter Replacement: The bids were opened at 1:00 PM today. Two (2) bids were received and the apparent low bidder was PSI Pumping Solutions, Inc. with a bid in the amount of \$152,765.00.

The Capital Improvement Plan includes a budget of \$86,000.00 for the Hanover Street and Western Interceptor Meter Chamber Improvements. The difference between the low bid and the estimated budget is \$64,765.00. After review of the apparent low bid, it was determined that the discrepancy between our estimate and

the bid was with the demolition and replacement of the existing meter chambers. This cost is nearly double of what we have seen in the past.

The additional capital is available in the contingency if the Authority elects to move forward with the awarding of the contract. Otherwise, HRG recommends that the Authority consider rejecting all bids and rebidding the work as a component of the Green Plains and Middletown School Pump Station work or the Jamesway Pump Station and force main improvements.

A motion was made by Mr. Hartz seconded by Mr. Popp to reject all bids for Contract 18-2-Flow Meter Replacement and rebid the work as a component at a later date. The motion was unanimously approved.

HRG has notified SWERP, Inc. (SWERP) to proceed with the Meter Chamber Rehabilitation for Airport Drive. SWERP is tentatively scheduled to complete the work in early December.

Act 537 Planning – HRG has started collecting the necessary data to begin the planning effort.

Land Development Projects Update:

The Pond at Fulling Mill (Retirement Community) – Phase 1 – MH vacuum testing and submission of record drawings remain to be completed. HRG completed a field view of Manhole TW2 whose rim elevation needs to be lowered approximately 2 feet to meet the surrounding finished grade of the site. This same manhole is required to be lined with the new polymer concrete insert. As a result, the work must be coordinated. HRG has recommended a cost share approach whereas the Authority obtains the polymer concrete insert and the Contractor for the development installs the insert at no cost to the Authority.

Phase II – HRG has provided additional comments and we are awaiting resubmission of a revised land development plan to address all remaining comments. HRG completed review of the financial security and recommended that the financial security be established in the amount of \$285,346.60 for the sanitary sewer facilities for this phase.

Enterprise Pre-Delivery Inspection Center – All work has been completed and we are awaiting submission of the final record drawings.

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

UPS Northeast Hub – Snyder, Secary, and Associates (Developer's Engineer) informed us on November 16, 2018 that they only recently completed the survey that is needed to determine the parameters of the additional right-of-way that will be required for the Project. They expect to attend the December Authority meeting to provide detailed information regarding the right-of-way issues and the specifics of the proposed sewer design.

Hershey Creamery Expansion – A revised land development plan was received the week of November 12 and the plan is currently under review. HRG expects to have our review completed within the next 10 days.

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 – No correspondence was received over the past month.

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 – A financial security estimate must be submitted for review and the Authority's approval.

Woodridge PH II Section 9 – Construction of the sanitary sewer improvements is underway.

Campus Heights Village III – No correspondence was received over the past month.

Solicitor's Report: Solicitor Henninger reported that the Authority has received the payoff for the Zarra Lien at 1527 Spring Garden Drive.

M.A. Manager's Report: Mr. Lanman reported on a concern with a manhole at the Enterprise location because of elevations there was a manhole that was set really close to actual grade so there is no grade rings on it. There is a Security Agreement in place between PENRAC, LLC and the Authority in the amount of \$6,020.19 to maintain the maintenance of that for a 36 month term. PENRAC, LLC has provided a maintenance bond, between the contractor, Dillsburg Excavating and the Municipal Authority of Lower Swatara Township in the amount of \$6,020.19 to match the PENRAC, LLC Security Agreement.

Township Manger's Report: Ms. McBride noted Caleb Krauter, (HRG), did a great job assisting with the presentation of the ACT 537 Plan to the Gaming Advisory Board on Wednesday, November 14, 2018.

Ms. McBride updated the Authority Board on the MS4 postcard mailing and delinquent account/water shut offs.

A motion was made by Mr. Spangler seconded by Mr. Hartz to approve November expenses in the amount of \$481,594.70. The motion was unanimously approved.

Old Business: None

New Business: Ms. Bechtel asked if it would be the Board's wishes to send out a reminder letter to all sewer customers of the upcoming rate increase effective with the February billing for 1/1/19-1/31/19 service period. The Board was in favor and Solicitor Henninger indicated that between himself and Betsy they would come up with a notice to send out.

Chairman Wilkinson noted the 2019 Public Meeting Notice and asked the other Board members if they would like to change the December Authority meeting scheduled for December 23, 2019. The board was in favor of moving the December 23, 2019 meeting one week earlier to December 16, 2019.

Chairman Wilkinson called for an Executive session for an Inter-municipal update.

A motion was made by Mr. Popp seconded by Mr. Spangler to adjourn the meeting and convene into executive session. The motion was unanimously approved and the meeting adjourned at 7:23 P.M.

ATTEST:

Tracey Bechtel, Recording Secretary