

**MINUTES**  
**LOWER SWATARA TOWNSHIP MUNICIPAL AUTHORITY**  
**JUNE 23, 2014**

Chairman Gingrich called the Regular Meeting of the Lower Swatara Township Municipal Authority to order at 7:00 P.M. The record indicated the following officials in attendance:

- James R. Gingrich, Chairman
- Todd Truntz, Vice Chairman
- Charles A. High, Secretary
- Donald Martino, Asst. Secretary/Treasurer
- Samuel Monticello, Manager
- Peter Henninger, Solicitor
- Matthew D. Cichy, Engineer
- Tracey L. Bechtel, Recording Secretary

Absent: Richard Wilkinson, Treasurer

Residents and visitors in attendance:

- Jeff Sipe (LSTMA)
- Jeff Ash (LSTMA)

A motion was made by Mr. High seconded by Mr. Martino to approve the May 19, 2014 Meeting Minutes. The motion was unanimously approved.

A motion was made by Mr. Truntz, seconded by Mr. High to acknowledge receipt of the 2013 Municipal Authority Audit, DCED Report and Management Letter prepared by Waggoner, Frutiger and Daub. The motion was unanimously approved.

A motion was made by Mr. Martino seconded by Mr. Truntz to approve the O & M Agreement (SWM BMP's) – Spring Street Property, L.P. The motion was unanimously approved

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

**GIS Mapping Update:** HRG has processed all collected data and met with LSTMA staff last week to review areas of concern (AOC's). AOC's include areas that HRG has questions on connectivity and areas where conventional survey may be required, among others. LSTMA staff is reviewing these areas of concern and will be providing answers to HRG. Upon receipt we will update the information as necessary and collect any additional data. We will then turn the GIS data over to LSTMA staff and train them for their use to complete the inspection and attribution of all the features.

**Green Plains PS Bypass Connection – General Permit:** HRG completed preparation of and submitted the GP-11 PADEP Chapter 105 Water Obstruction and Encroachment General Permit Registration application package to DEP on June 13, 2014.

**Riverview Drive Sewer Replacement:** Township staff brought to our attention last week a stretch of existing sanitary sewer main piping that requires replacement prior to the Township's reconstruction of Riverview Drive planned for 2015. This stretch of sanitary sewer main is approximately 525 feet in length. Township staff has indicated that certain manholes and portions of sanitary sewer piping have been sinking along this stretch, which will lead to increased future maintenance. Township staff is requesting that this stretch of existing sanitary sewer main piping be replaced this year so that the road is ready for reconstruction in 2015. The sanitary sewer parallels an existing storm sewer for the majority of the alignment which the Township is also planning to replace. Township staff would like to combine the sanitary sewer and storm sewer work into a single project with cost shared by both entities. As requested by Township Staff, HRG has prepared a proposal for the design and bidding phase services for this proposed project for the Authority's consideration.

A motion was made by Mr. High seconded by Mr. Martino to authorize the scope of Services on a time and materials basis for the following estimated fees: Project Design; \$13,500 and Bidding Services: \$2,800.00, for a total Fee of \$16,300.00 for the Riverview Drive sanitary sewer replacement. The motion was unanimously approved.

**Solicitor's Report:** Solicitor Henninger reported that he had a meeting with Ms. Bechtel and Mr. Monticello regarding new collection procedures. For United Water customers we are looking at a series of three (3) letters. The first would be a 14 day notice, then a 10 day notice followed by a 5 day notice and if no payment is received the water service will be terminated.

For customers who are on well service the second and third letter would be slightly different where as the Municipal Authority would place a lien on the property if no payment is received.

Solicitor Henninger informed the Board that all letters including the Notice of Collections Letter along with the Resolution approving collection procedures and adopting a schedule of attorney fees and costs to be added to the amount collected as part of municipal claims for delinquent sanitary sewer accounts will be prepared and ready for action at the July meeting.

**Manager's Report:** Mr. Monticello noted he drafted a letter requesting Highspire Borough Authority to issue a check in the amount of \$154,401.00 to Lower Swatara Township Municipal Authority (LSTMA) for the existing balance of overpayment made by LSTMA to the Highspire Borough per our existing Agreement dated August 1, 1986.

A motion was made by Mr. High seconded by Mr. Martino to approve June expenses of the Sewer Revenue Fund in the amount of \$251,428.68. The motion was unanimously approved.

**New Business:** None

The next meeting is scheduled for Monday July 28, 2014 at 7:00 P.M.

Mr. High indicated he will not be in attendance at that July 28<sup>th</sup> meeting.

A motion was made by Mr. Martino seconded by Mr. Truntz to adjourn. The motion was unanimously approved and the meeting adjourned at 7:48 P.M.

ATTEST:

---

Tracey Bechtel  
Recording Secretary