

MINUTES
LOWER SWATARA TOWNSHIP MUNICIPAL AUTHORITY
OCTOBER 22, 2012

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
- Richard Wilkinson, Treasurer
- Donald Martino, Asst. Secretary/Treasurer
- Peter Henninger, Solicitor
- Matthew D. Cichy, Engineer
- Harry Krot, Township Manager
- Tracey L. Bechtel, Recording Secretary

Also in attendance: Jeff Bowra, (HRG)

A motion was made Mr. Martino, seconded by Mr. Wilkinson to approve the September 24, 2012 Meeting Minutes. The motion was unanimously approved.

Engineer's Report: Mr. Cichy distributed the monthly written report. Invoices were received from Middletown WWTP upgrades which Lower Swatara's share totaled \$3,036.09 for Engineering, Legal and Sludge Disposal.

Mr. Cichy noted that CET Engineering has informed them that the final testing is taking place on the Class A bio-solids determination. Pending a favorable result, the sludge disposal cost will cease and Middletown will try and market their Class A bio-solids for sale.

Jamesway Pump Station Improvements Project: Bids for the Jamesway Pump Station Improvements Project were received on Thursday, October 18, 2012. A copy of the bid tabulation is attached to the Engineer's Report. All of the bids received were in order and there were no irregularities. The low bidder appears to be a reputable and qualified contractor. The

three (3) apparent lowest bids have been proved to the Authority Solicitor for review with compliance with the public bidding requirements. Provided that the review by the Authority's Solicitor is met with satisfactory results, it is HRG's recommendation that the Authority award the construction contracts for this project to the apparent low bidder as follows:

- Contract 12-01: PSI Pumping Solutions, Inc. for a lump sum bid amount of \$61,485.00 subject to receipt of acceptable Performance and Payment Bonds, receipt of acceptable Certificates of Insurance, and any other conditions deemed applicable by the Authority.

A motion was made by Mr. Wilkinson, seconded by Mr. Martino to award the construction contract, if all bidding requirements are met to PSI Pumping Solutions, Inc. The motion was unanimously approved.

HRG has prepared a proposal for the construction contract administration (CA) and resident project representative (RPR) phases of the Jamesway Pump Station Improvements Project. Mr. Cichy reviewed this proposal with the Authority Board. The Authority Board accepted HRG's proposal for the Jamesway Pump Station Improvements Project.

HRG completed the project design phase of this project approximately \$2,900 under budget.

Blacklatch Lane Sewer Replacement Project: As authorized at the September Authority meeting, HRG has commenced with design of the Blacklatch Lane Sewer Replacement Project. We performed our initial site visit and have a preliminary layout of the replacement project completed. HRG will be coordinating with Township Staff as to the manhole frame and cover height for this project given the manhole locations within a Township Park. HRG has also requested that Township Staff perform additional CCTV inspections of the sanitary sewer mains upstream of the project terminal manhole in Blacklatch Lane to identify the location of deformation so that it is replaced as part of this project.

A motion was made by Mr. Martino, seconded by Mr. Wilkinson to approve additional inspections of the sanitary sewer mains upstream of the project terminal manhole to identify location of deformation replacement as part of this project. The motion was unanimously approved.

Currently, the project is on schedule for bidding in January 2013.

Woodridge Drive Sanitary Sewer Main: Township Staff have discovered a section of sewer main in Woodridge Drive that has settled and created a sag in the pipe. The sewer main section MH-WR5 to MH-WR6 is 8" PVC approximately 300 feet in length (14-15 feet deep) and is located within the paved street portion of Woodridge Drive. The area of the sag is near 1480 Woodridge Drive. During the Township Staff investigation, they discovered that the pipe has egg shaped and deflected down to a point that the CCTV camera could not proceed any further, but that flow continues through the pipe. Township Staff is concerned about maintaining flow and not creating a sewer backup due to the location of this sewer main and the number of laterals connected to it. HRG discussed this project with Solicitor Henninger and we concluded that given the current condition, this project does not meet the requirements to be considered an emergency and likewise is not worthy of bypassing the public bidding requirements. Therefore Township Staff would like to incorporate the repair to this section of sewer main into the Blacklatch Lane Sewer Replacement Project. If the Authority would like to proceed with this, HRG will provide an additional scope of services to the Authority to incorporate this work.

A motion was made by Mr. High, seconded by Mr. Martino to incorporate the repair to the section of sewer main in Woodridge Drive into the Blacklatch Lane Sewer Replacement Project. The motion was unanimously approved.

GPS/GSI Development of Sewer System: Township Staff has requested information on the development of GPS/GSI Development for the Authority's sanitary sewer system. HRG has met with the Township Staff to review what GIS is and its capabilities as well as discuss what type of mapping, information, and use the Township desires out of the GIS system. Based upon our preliminary discussions, HRG has provided the following ranges of cost for calendar year 2013 for the Authority's consideration:

- Phase 1 (Geodatabase development, GPS data collection, initial system connection – no feature attribution): - \$48,000 - \$60,000
- Phase 2 (Field data collection/attribution – Manhole attribution/measurements, etc., Data incorporation into GIS): - \$52,000 - \$65,000
- Total: \$100,000 - \$125,000 +/-

Again, these are **rough numbers** and may be adjusted based on discussions with Township Staff.

Solicitor's Report: Mr. Henninger reported that the Authority has been notified of a settlement date of October 26, 2012 for 1801 Oberlin Road, Swatara Partners, Inc. There is currently a lien on this property and Mr. Henninger has calculated the final payoff amount of \$8,820.29.

Manager's Report: Mr. Krot reviewed the proposed 2013 Sewer Revenue Fund Budget with the Authority Board. Mr. Krot noted a substantial increase in the proposed 2013 treatment charges for Highspire and explained that this figure was an estimate cost provided by Highspire. They will be forwarding us actual figures once their budget is approved. A meeting with Highspire will be scheduled once final figures are provided.

A motion was made by Mr. Wilkinson, seconded by Mr. Martino to approve the October expenses of the Sewer Revenue Fund in the amount of \$120,529.92. The motion was unanimously approved.

New Business: Ms. Bechtel informed the Board there is an increase in requests to have sewer bills put into the tenants name rather than staying in the homeowner's name. Ms. Bechtel asked the Board for consideration to making it mandatory to keep all sewer bills in the property owner's name rather than tenants.

Solicitor Henninger thought that the Ordinance stated such, but recommended that we double check the Ordinance to see exactly what it says and go from there.

Solicitor Henninger recommended that the Authority Board make a motion to approved the 2% retroactive salary increase back to January 1, 2012 to be consistent with police and what the Board of Commissioners have done. A motion was made by Mr. Wilkinson, seconded by Mr. Martino to approve the 2% retroactive salary increase.

Solicitor Henninger inquired on the behalf of Commissioner Mehaffie the status of the request by a resident who had their water shut off but was still receiving sewer bills. Mr. Krot noted that he forwarded this onto Ms. Bechtel who verified with United Water that the water was shut off and she has adjusted the sewer bill accordingly.

The next meeting is scheduled for Monday, November 26, 2012 at 7:00 P.M.

A motion was made by Mr. Martino and seconded by Mr. High to adjourn. The motion was unanimously approved and the meeting adjourned at 7:57 P.M.

ATTEST:

Tracey Bechtel
Recording Secretary