

MINUTES
LOWER SWATARA TOWNSHIP MUNICIPAL AUTHORITY
APRIL 25, 2016

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 Gingrich, Chairman
- Richard Wilkinson, Vice Chairman
- Chester Hartz, Secretary
- Daniel Magaro, Treasurer
- Charles High, Assistant Secretary/Treasurer
- Anne Shambaugh, Manager
- Peter Henninger, Solicitor
- Matthew D. Cichy, Engineer
- Tracey Bechtel, Recording Secretary

Residents and visitors in attendance:

Todd F. Truntz (LST Commissioner)
Lester Lanman (Municipal Authority Manager)
Jim Nardo (Linden Centre)
Jessica Etzle (1866 Rosedale Avenue)

Public Comments: None

A motion was made by Mr. Wilkinson seconded by Mr. Magaro to approve the March 28, 2016 Meeting Minutes. The motion was unanimously approved.

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

Amtrak Middletown Station Utility Relocation: Mr. Cichy indicated there is no update to report at this time. HNTB indicated to HRG on March 29, 2016 that PennDOT is still reviewing all utility information and that the project remains in final design with construction slated to begin in late 2016.

Richardson Road Sewer Relocation: Solicitor Henninger has prepared the easement agreements and forwarded them to HRG and Township Staff to contacting the property owners regarding obtaining the necessary easements for the project.

Act 537 Plan Update: HRG submitted the Task Activity Report (TAR) to DEP. DEP notified HRG that the TAR is currently under review by Mike Morris of DEP. After approval of the TAR, a Sewage Facilities Planning Grant application will be submitted (due by June).

Mr. Cichy noted that a couple of weeks ago he received a call from Lester and Anne asking about the planning for Capital Improvements and if the Authority has ever performed this, and to his recollection the Authority has not done that in the past. A meeting was held last week to discuss a Capital Improvement Plan, along with a few of examples HRG has done for other municipalities in regards to sanitary sewer systems.

The purpose of the Capital Improvement Plan is to take a look at your entire system and identify and recommend improvements to the sanitary sewer collection and conveyance system that may be necessary for implementation over the next five (5) years. It is intended for the report to be used by the Authority to focus future planning and design efforts including development of financing strategies for implementation of capital projects contained in the plan.

Mr. Cichy prepared and distributed for the Board's consideration a Proposal for Professional Engineering Services for the Sanitary Sewer System – Capital Improvements Plan. HRG proposed this work on a time and material basis for an estimated fee of \$19,000 to be completed over the next three to four months, based on the availability of information.

A motion was made by Mr. Wilkinson seconded by Mr. Hartz to authorize HRG to provide professional engineering services relative to completion of capital improvement planning for the Authority's sanitary sewer system not to exceed \$19,000. The motion was unanimously approved.

Mr. Nardo addressed the Board in regards to the Letter of Credit from S & T Bank that is due to expire on May 6, 2016. After a brief discussion, it was determined that a new Letter of Credit in the amount of \$25,000.00 would be adequate to secure the remaining improvements that need to be done to manholes. Mr. Nardo agreed to have a new Letter of Credit to the Township by May 3, 2016.

Solicitor's Report: Solicitor Henninger recommended Board approval of the Wastewater Service Settlement Agreement. Mr. Henninger indicated that the Board of Commissioners approved the Agreement conditional on the Municipal Authority's approval and SARAA's approval on Wednesday, April 27, 2016. A motion was made by Mr. High seconded by Mr. Magaro to approve the Wastewater Service Settlement Agreement conditional on SARAA's approval. Roll Call: Mr. Magaro – Yes; Mr. Hartz – Yes; Mr. High – Yes; Mr. Wilkinson – Yes; Mr. Gingrich – Yes.

Solicitor Henninger updated the Board on the 30-day lien letters that were sent out. Solicitor Henninger also asked the Board for approval to place an additional lien on the Blaine Deyle property which is scheduled for Sheriff Sale in July. A motion was made by Mr. High seconded by Mr. Wilkinson to authorize Solicitor Henninger to update the lien on the Blaine Deyle property. The motion was unanimously approved.

Jessica Etzle addressed the Board in regards to the 30-day lien letter she received. Mrs. Etzle asked the Board to allow her and her husband to set up payment arrangements of \$75 every two weeks. The Board agreed to allow payments arrangements of \$75 every two weeks till balance on account is paid in full. Mrs. Etzle thanked the Board.

Manager's Report: No Report.

A motion was made by Mr. Hartz seconded by Mr. Magaro to approve the April expenses in the amount of \$225,788.25. The motion was unanimously approved.

New Business: Mr. Lanman distributed a copy of the minutes he took from the Highspire Borough Authority Meeting on April 21, 2016. A discussion took place among the Board members regarding Highspire.

Mr. Lanman updated the Board on the flow from Phoenix Contact. Over the past several months their flows have increasingly gone up. The Board had address this issue with Phoenix last year and Phoenix had agreed to correct the problems. The Board felt that Phoenix Contact needs to be notified that they need to come back before the Authority Board to explain why once again they exceeded the number of EDU's purchased.

Mr. Lanman reported on the progress with the handrails at the Jamesway Pump Station and GIS.

Chairman Gingrich acknowledged that tonight is Mr. High's last meeting. Chairman Gingrich thanked Mr. High for his commitment to the Authority Board and wished him well.

Next meeting is scheduled for Monday, May 23, 2016.

A motion was made by Mr. High seconded by Mr. Wilkinson to adjourn. The motion was unanimously approved and the meeting adjourned at 8:03 P.M.

ATTEST:

Tracey Bechtel, Recording Secretary