

**MINUTES**  
**LOWER SWATARA TOWNSHIP MUNICIPAL AUTHORITY**  
**FEBRUARY 25, 2013**

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

Residents and visitors in attendance:

- Michael Davies, Commissioner
- Alan Knoche, Lower Swatara Code Enforcement
- Dennis Leonard, (22 Jeff Lane Hummelstown)
- Samantha Scheidler, (22 Jeff Lane Hummelstown)
- Craig Deimler, Deimler and Sons Builders
- Howard Hodder, HRG, Inc.
- Jeff Bowra, HRG, Inc.

A motion was made by Mr. High and seconded by Mr. Martino to retain the same slate of officers as 2012. The motion was unanimously approved. The 2013 slate of officers is as follows:

- James R. Gingrich, Chairman
- Todd Truntz, Vice Chairman
- Charles A. High, Secretary
- Richard W. Wilkinson, Treasurer
- Donald Martino, Asst. Secretary/Treasurer

A motion was made by Mr. Truntz and seconded by Mr. Wilkinson to reappoint Peter Henninger, Jones & Henninger, P.C. as the Authority Solicitor. The motion was unanimously approved.

A motion was made by Mr. Martino and seconded by Mr. High to reappoint Herbert Rowland and Grubic as Authority Engineer. The motion was unanimously approved.

Chairman Gingrich welcomed the visitors to the meeting and opened the floor for public comment.

**Public Comment:** No Public Comment

A motion was made by Mr. Martino seconded by Mr. High to approve the January 28, 2013 Meeting Minutes. The motion was unanimously approved.

Alan Knoche, Code Enforcement Officer for Lower Swatara Township introduced himself to the Board and noted that he is here this evening to ask the Authority Board to consider waiving permit fees associated with the construction of a home on Morgan Drive. Mr. Knoche explained that there is an Organization named Helping the Hero.org. This Organization builds accessible homes for veterans who have been severely injured in the line of duty. To date they have built 90 homes in 21 states. They have awarded a home to Sergeant Dennis Leonard, who is here this evening as well. Sergeant Leonard lost both his legs to an I.E.D. in Iraq. This Organization has only one paid member everyone else is a volunteer and they get materials donated as well. Mr. Knoche introduced Craig Deimler from Deimler & Sons who will be builder for this project. Deimler & Sons will be building this house for free as they are donating all of their labor for this home.

Mr. Knoche noted that the sewer fees associated with this project are as follows:

Tapping Fee	\$2,600
Inspection Fee	250
Special Purpose Fee	<u>1,000</u> (Cherry Alley Interceptor)
Total	\$3,850

In closing Mr. Knoche expressed that Sergeant Leonard has certainly earned our thanks and consideration and anything the Authority Board can do to help this project move along at low cost would be appreciated.

A motion was made by Mr. Truntz seconded by Mr. Martino to waive all the sewer fees associated with this project. The motion was unanimously approved.

**Engineer's Report:** Mr. Cichy distributed the monthly written report. The first item is the Middletown WWTP Upgrades Update. Mr. Cichy noted that he had previously requested additional information from CET on last month's invoice for \$660.84 in legal cost; no response has been provided and no invoices were received this month on the project.

Mr. Henninger added that the Board of Commissioners had questioned how much longer could we expect this to go on and he responded that we really did not know. However, Mr. Henninger contacted Middletown's Attorney asking them to provide copies of the invoices for review.

**Jamesway Pump Station Improvements Project:** Product submittals for the Project continue to be submitted by the Contractor, PSI Pumping Solutions, Inc. HRG continues to review these submittals and provide the necessary comments. Based upon the Contractor's updated schedule, work on site is scheduled to commence on March 11, 2013 and be completed by the end of March 2013. The Contractor must be substantially complete with the work by April 3, 2013 and have all work completed by May 3, 2013.

**Blacklatch Lane Sewer Replacement Project: (2013 Sewer System Improvements Project)**

Design of 2013 Sewer System Improvements Project has been completed. The Contract Drawings will be provided to Dauphin County Conservation District for their use during construction of the Project. Front-end Contract Documents will also be provided to Solicitor Henninger for his review and approval. The Project was advertised for bid on February 24, 2013 with bids being accepted online via the PennBID website until 1:00PM March 21, 2013. Copies of the final Contract Documents will be presented to the Township Staff this week. Copies of the rights-of-way exhibits will be provided to Solicitor Henninger for his use with the rights-of-way agreements.

**Annual Chapter 94 Report:** HRG has been preparing the Annual Chapter 94 Report with Township Staff. We anticipate completion of the Report and submission for Township Staff this

week for review. Pending Township Staff comments the Report will be finalized and submitted to DTMA, MBA, and HBA for inclusion in their reports to DEP.

**Solicitor's Report:** Solicitor Henninger reported on the annual Lien List as of February 15, 2013. Solicitor Henninger also indicated that there are a number of properties that are at least a year past due. Once the new billing software is put in place this will make collection efforts much more time and cost effective.

Solicitor Henninger indicated that he did review and approve the Muni-Link contract. Mr. Krot added that the full executed copy of the contact was received last week and we will be setting up dates for Muni-Link to come out and collect information and data.

Solicitor Henninger requested a brief executive session following the meeting to discuss the Middletown billing for the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> quarters of 2012.

**Manager's Report:** Mr. Krot reported that he and staff met with Mr. and Mrs. Rhoads regarding their questions at last month's meeting. They will decide what they want to do and then get back in touch with the Township.

Chairman Gingrich updated the Board on his conversation with Von Hess from Highspire Authority regarding the over payment in the O & M account. Mr. Hess indicated that the Borough is actually the one holding the monies so we would need to contact the Borough Office. Mr. Hess also recommended that the Authority Board consider leaving a 20 percent contingency amount in the account rather than the full amount returned.

Chairman Gingrich asked the Board how they would like to proceed. The Board was in agreement that the total overpayment should be returned. In the event that Highspire would need funds the Authority would issue the money at that time.

The board directed Mr. Krot to write a letter to the Highspire Borough Manager requesting the \$139,000.00 be returned to the Lower Swatara Township Municipal Authority.

A motion was made by Mr. Wilkinson, seconded by Mr. High to approve the February expenses of the Sewer Revenue Fund in the amount of \$238,838.55. The motion was unanimously approved.

Howard Hodder from HRG,Inc. gave a Geographic Information System (GIS) power point presentation to the Board followed by a question and answer session.

The next meeting is scheduled for Monday, March 25, 2013 at 7:00 P.M.

The Board convened into executive session at 8:13 P.M.

The Board reconvened, a motion was made by Mr. Wilkinson seconded by Mr. Martino to pay the fourth quarter of the invoice from Middletown, less the adjustment for the 911 communication center and code enforcement charges. The motion was unanimously approved.

The meeting was adjourned.

ATTEST:

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Tracey Bechtel  
Recording Secretary