

**MINUTES**  
**LOWER SWATARA TOWNSHIP MUNICIPAL AUTHORITY**  
**DECEMBER 15, 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 Gingrich, Chairman
- Todd Truntz, Vice Chairman
- Charles High, Secretary
- Richard Wilkinson, Treasurer
- Donald Martino, Asst. Secretary/Treasurer
- Samuel Monticello, Manager
- Peter Henninger, Solicitor
- Matthew D. Cichy, Engineer
- Tracey Bechtel, Recording Secretary

Residents and visitors in attendance:

Daniel Wagner, (LST Public Works)

Public Comments:

Mr. Wagner introduced himself to the Municipal Authority Board and thanked them for their time and patience with the personnel changes that have occurred in the last couple of months and he is looking forward to working with the Board as we move forward.

The Board thanked Mr. Wagner for his time.

A motion was made by Mr. Wilkinson seconded by Mr. High to approve the November 24, 2014 Meeting Minutes. The motion was unanimously approved.

A motion was made by Mr. Martino seconded by Mr. High to approve the 2015 Sewer Revenue Fund Budget. The motion was unanimously approved.

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

**Act 57 Tapping Fee Analysis:** HRG's Financial Service Group has been given to go ahead to proceed with the Act 57 Tapping Fee Update and they are incorporating this update into their schedule for completion.

**Riverview Drive Sewer Improvements:** The Contractor mobilized to the site in early December and started working on the sanitary sewer replacement last week. Work on the sanitary sewer continues this week and is estimated to be completed by the end of December. Once the sanitary sewer replacement has been completed, the Contractor will proceed with the storm sewer replacement. As requested by Staff, HRG is providing an on-site resident project representative to observe the sanitary sewer installation portion of the Project.

**Solicitor's Report:** Solicitor Henninger noted the receipt of the notice from the Borough of Middletown regarding the agreement to Middletown Water Joint Venture LLC. We are still awaiting a point of contact with this joint venture. Mr. Henninger recommended that the Authority send a letter to Middletown Borough Authority reminding them of their duties and responsibilities per our agreement.

Solicitor Henninger indicated that the North 29 discussion is still on hold. The parties involved are still collecting information.

Solicitor Henninger reported that he sent a 30-day Lien letter to Nicole Wilkerson. That property is up for Sheriff Sale in January.

**Manager's Report:** Mr. Monticello discussed with the Board the intention of paying invoices on the second and fourth Monday of each month instead of only once a month. This will help to pay invoices in a more timely order and eliminate late fees.

The second aspect of paying invoices twice a month, Mr. Monticello asked the Board to acknowledge adding Commissioner Mehaffie as a signer for all Lower Swatara Township Sewer Revenue Fund Bank account.

A motion was made by Mr. Wilkinson seconded by Mr. Martino to add Commissioner Mehaffie as a signer to all Lower Swatara Township Sewer Revenue Fund Bank Accounts. The motion was unanimously approved.

A motion was made by Mr. Wilkinson seconded by Mr. Martino to approve December expenses of the Sewer Revenue Fund in the amount of \$62,499.22. The motion was unanimously approved.

**New Business:**

The Board acknowledged that Mr. Wilkinson is up for reappointment.

The next meeting is scheduled for Monday January 26, 2015 at 7:00 P.M.

A motion was made by Mr. Truntz seconded by Mr. High to adjourn. The motion was unanimously approved and the meeting adjourned at 7:19 P.M.

ATTEST:

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Tracey Bechtel, Recording Secretary