

MINUTES
LOWER SWATARA TOWNSHIP MUNICIPAL AUTHORITY
LEGISLATIVE MEETING – September 23, 2024

September 23,2024, Legislative Meeting of the Lower Swatara Township Municipal Authority was called to order at 7:06 P.M by Chairman Wilkinson. Chairman Wilkinson called for the pledge of allegiance. The record indicated the following in attendance.

- Rich Wilkinson, Chairman
- Scott Spangler, Vice Chairman
- Chester Hartz, Secretary
- Don Bailes, Authority Member
- Frank Popp, Treasurer
- Erica Luongo, Engineer
- Brain Davis, MS4
- James Diamond, Eckert Seamans
- Scott Washinger, Municipal Authority Representative
- Ron Burkholder, Codes Official
- Zachary Border, Township Manager
- Dominique Relei, Municipal Authority Secretary

Residents and visitors in attendance: See attached list for others in attendance.

Public comments: None

Approval of Minutes:

Approve/reject/table Minutes of Legislative Meeting August 26, 2024.

A motion was made by Mr. Popp seconded by Mr. Hartz to approve the Minutes of Legislative Meeting August 26, 2024. The motion was unanimously approved.

Approve/reject/table Resolution No.2024-R-2 Authorizing the undertaking of a certain Capital Project; approving the terms of and authorizing and directing the execution and delivery of a Seventh Supplemental Lease Agreement by and between the Township of Lower Swatara and the Authority; authorizing necessary or appropriate action in connection with the foregoing; and rescinding inconsistent resolutions.

Ms. Luongo, Engineer representative, commented that this was in relation to the 2024 Capital Improvements project, that was mainly stormwater. On Lumber Street, 3rd, Richardson, and Nissley. Regarding the Richardson Rd Stream Restoration, and the Sanitary Sewer Replacement on Lakeside drive as part of the supplement that was approved. Chairman Wilkinson inquired, if there were any questions; since there were none, the board proceeded.

A motion was made by Mr. Popp seconded by Vice Chairman Spangler, to approve Resolution No.2024-R-2 Authorizing the undertaking of a certain Capital Project; approving the terms of and authorizing and directing the execution and delivery of a Seventh Supplemental Lease Agreement by and between the Township of Lower Swatara and the Authority; authorizing necessary or appropriate action in connection with the foregoing; and rescinding inconsistent resolutions. The motion was unanimously approved.

Approve/reject/table Cost Share Request No.1 to Highspire Borough Authority in the amount of \$95,152.39 for RETTEW Project 039742030.

Mr. Border commented that, this is the start of the upgrade of the plant down in Highspire. In the packets received by the board, further information was included regarding this which included: payments of what they received from the grant, as well as money they received from the loan. This money was received from the bond passed in September. They will spend, bill us, and then we will reimburse, as it is coming out of the Borough fund, they will ask for the 64% we would owe them. Chairman Wilkinson inquired, if there were any questions; since there were none, the board proceeded.

A motion was made by Mr. Hartz seconded by Mr. Bailes to approve the Cost Share Request No.1 to Highspire Borough Authority in the amount of \$95,152.39 for RETTEW Project 039742030. The motion was unanimously approved.

Approve/reject/table Operation and Maintenance (O&M) Agreement with Boyd Middletown DGS LLC for 2006-03 PA Lottery LD.

Ms. Luongo, Engineer representative commented that, “this is the standard O&M Agreement we reviewed it and have no comment.” Chairman Wilkinson, inquired, if it was for the Stormwater detention basin? Ms. Luongo, Engineer representative, agreed that it was. Mr. Davis clarified that this is an existing basin that is currently getting maintenance done on it, to make it function a bit more effectively. As part of the review for that maintenance, we’ve asked that they sign an O &M Agreement. Chairman Wilkinson inquired, if there were any questions; since there were none, the board proceeded.

A motion was made by Mr. Popp seconded by Vice Chairman Spangler to approve the Operation and Maintenance (O&M) Agreement with Boyd Middletown DGS LLC for 2006-03 PA Lottery LD. The motion was unanimously approved.

Approve/reject/table Uninvest Bank as an approved depositor.

Mr. Border commented that, we are looking to spread out the Bond money into different banks. As we have Member’s 1st Federal Credit Union, PLGIT, MID PENN BANK; this provides us with different rates and different places for the Bond money.

A motion was made by Mr. Hartz seconded by Mr. Bailes to approve the Uninvest Bank as an approved depositor. The motion was unanimously approved.

Approve/reject/table Temporary Easement for Construction Activities Relating to Stormwater Facilities between Henry J. and Julie A. Wilson and the Lower Swatara Township Municipal Authority.

Mr. Border commented that this is for Fiddlers Elbow as there are two easements that we needed. This and the following item are for them to get permission to be able to do temporary construction in that area.

A motion was made by Mr. Popp seconded by Vice Chairman Spangler to approve Temporary Easement for Construction Activities Relating to Stormwater Facilities between Henry J. and Julie A. Wilson and the Lower Swatara Township Municipal Authority. The motion was unanimously approved.

Approve/reject/table Temporary Easement for Construction Activities Relating to Stormwater Facilities between Karen Pearson and the Lower Swatara Township Municipal Authority

Chairman Wilkinson inquired, if this item falls under the same category as the previous item, Mr. Border agreed.

A motion was made by Mr. Popp seconded by Vice Chairman Spangler to approve Temporary Easement for Construction Activities Relating to Stormwater Facilities between Karen Pearson and the Lower Swatara Township Municipal Authority. The motion was unanimously approved.

Approve/reject/ Entering a Security Agreement with Phoenix Contact Dev. & Mfg., Inc. for 2017-04 Phoenix Contact, Inc.

Ms. Luongo, Engineer representative, commented that this work is for the conversion of a stormwater basin onsite, and it increased in value from the original. Mr. Hartz inquired if this was what they were working on currently. Chairman Wilkinson clarified that he believed they were working on it. Chairman Wilkinson then inquired, if there were any questions; since there were none, the board proceeded.

A motion was made by Mr. Hartz seconded by Mr. Popp to approve Entering a Security Agreement with Phoenix Contact Dev. & Mfg., Inc. for 2017-04 Phoenix Contact, Inc. The motion was unanimously approved.

Approve/reject/table Sanitary Sewer Maintenance Guarantee Reduction for Hershey Creamery in the amount of \$69,197.15 to be fully released, reducing the improvement guarantee to \$0.00.

Ms. Luongo, Engineer representative, commented that this was back when the Authority used to hold for maintenance for private, but this is no longer applicable. As the items have been discussed previously, there is a recommendation to reduce. Chairman Wilkinson then inquired, if there were any questions; since there were none, the board proceeded.

A motion was made by Vice Chairman Spangler seconded by Mr. Bailes to approve Sanitary Sewer Maintenance Guarantee Reduction for Hershey Creamery in the amount of \$69,197.15 to be fully released, reducing the improvement guarantee to \$0.00. The motion was unanimously approved.

Approve/reject/table Resolution No. 2024-R-3 Establishing and Imposing fees for connection to the Sanitary Sewer System for the Capital Campus Interceptor Improvement Project Phase 1.

Solicitor Diamond stated that we are asking that this be tabled for the next meeting as Mr. Krauter wants to look deeper into the map that is put on in terms of what tax parcels will be included. Ms. Luongo, Engineer representative, explained that boundary determinations would also be in relation to the Special Purpose tapping fee, and this would need to be further discussed with the Authority. Solicitor Diamond clarified, part of the Resolution definitively outlined the current tax parcels, but the numbers have changed dramatically, so it will need to be looked at again. Ms. Luongo, Engineer representative, stated that the letter included in the Board Members packet explains further information regarding EDU changes. Solicitor Diamond confirmed the HRG Cost Analysis information has been included with the Board Members' packets as well.

A motion was made by Mr. Popp, seconded by Mr. Bailes to table Resolution No. 2024-R-3 Establishing and Imposing fees for connection to the Sanitary Sewer System for the Capital Campus Interceptor Improvement Project Phase 1. The motion to table was unanimously approved.

Installation of Generator:

Mr. Border stated that further guidance is requested if there should be a bid process to go out and install the generator or use a COSTARS Vendor and not do the bid process at all. He went on to explain that the company that we are buying the generator from also does installation. However, we can also go through the bidding process to get it done as well. Mr. Border went on to say that Mr. Washinger is possibly favoring one process, but Mr. Krauter and HRG may see the bid process as a safer option for the Authority. Solicitor Diamond commented that he believed Mr. Krauter thought there was a potential for a better price if it was bid out. Ms. Luongo, Engineer representative, stated that when the contractors are written by the contractors, they put more risk on the Authority, since labor activities are involved that is why they would recommend bidding it out. Mr. Border clarified that money could be saved if HRG didn't provide a bid package, further explaining the importance of why this decision has been brought to the board. Chairman Wilkinson then inquired if the generator was going to be bought and installed through COSTARS. Mr. Washinger explained that we can use multiple COSTARS and has two currently. Chairman Wilkinson stated that if the bidding process ends up costing more money than it would by doing everything through COSTARS, the Bid package cost would need to be considered. Ms. Luongo, Engineer representative, stated that there can be some protection in bidding out, but it is project specific. Mr. Washinger explained that he has a good working relationship with COSTARS currently. Chairman Wilkinson inquired if there were any additional comments from the rest of the board members. Board members stated the importance of coverage from a legal standpoint, the importance of considering cost, and unforeseen circumstances. Others inquired if there was potential risk. Mr. Washinger reassured the board that if the process was watched, the risk was minimal. Chairman Wilkinson commented that the decision made should be to benefit the Township residents and inquired if anything additional needed to be done. Mr. Border stated that as far as direction, HRG should then be notified to start the bidding process. Chairman Wilkinson agreed. Mr. Washinger stated he will update HRG on this.

Engineer's Report:

Ms. Luongo, Engineer representative, stated we are moving Capital Campus easements forward and finishing up the final design, so that it will be ready for bidding. The Lining Project is going fairly well, and was started last week.

Engineer's Report: Summary of recent activities performed on behalf of the Municipal Authority of the Township of Lower Swatara (Authority) from August 22, 2024 – September 18, 2024:

Act 537 Planning

The Project includes the review of the existing Act 537 Plan and taking into account the Township's significant changes over the years. The Plan update includes a comprehensive township-wide approach for sewage facility planning, evaluation of existing public sewage facilities, existing privately held sewer systems, and on-lot systems (OLDS).

We are coordinating with the Township SEO to include recommended changes and additions to the Township Ordinance. The Township Staff and HRG met with PADEP on September 5, 2024, to discuss feasibility and funding alternatives for public sewer needs areas. We are also revising the alternatives for the public sewer needs based on proposed land development and information provided by the Township and Authority.

2024 Sanitary Sewer CIPP Lining Project

Construction started in August with heavy cleaning and preparation of sanitary sewer lines and lining started on September 16, 2024.

Substantial Completion: November 25, 2024

Final Completion: December 25, 2024

Lumber Street Interceptor Improvements Project

The Project consists of upsizing the current interceptor in and along Lumber Street for approximately 2,300 LF of 12" to 18" PVC pipping. The Authority has been awarded a CFA H2O PA Project Grant for this Project.

The WQM Part II Permit was issued on February 29, 2024. The Bidding Documents have been finalized and will be advertised for bidding upon approval by the Authority.

Highspire Borough Authority (HBA) – WWTP Biosolids System and Dewatering Improvements Project

No update.

Jamesway Pump Station Generator Installation Project

The Project includes preparation of drawing sheets and technical specifications for use in obtaining COSTARS quotes for material procurement and installation of a backup generator at the Jamesway Pump Station.

A COSTARS quote for the backup generator and associated equipment was approved by the Authority. We are ready to review submittals when directed by the Authority to do so.

Capital Campus Interceptor Improvements Project

The Project includes the Capital Campus Sanitary Sewer Interceptor (Interceptor) improvements to provide additional sewer capacity in the interceptor for further land development in the area. Sags, deteriorated pipes, and minimal slopes were observed during the evaluation of land development capacity requests. We submitted a CFA Local Share Account grant application in November 2023 and anticipate notification from CFA on grant awards in the Fall of 2024.

All PA DEP permits have been received and we are currently completing the final design for the Project.

2024 CIP Stormwater Improvement Project

The subconsultant performing the subsurface utility engineering work is completing the work in the field. Once that work is complete, we can finalize the infrastructure designs for these projects.

2023 Drainage Improvements Project

The contractor has worked through the remaining punch list to prepare this project for final payment and closeout. We have reviewed their work in the field and are processing our recommendation.

Substantial Completion	July 5, 2024 – met
Final Completion	August 5, 2024 – Expected in September 2024

Municipal Bond Projects (Sanitary and Stormwater Projects)

The bond was successfully closed on September 4, 2024. We will start to prepare the scoping for the Stormwater and Sanitary Sewer projects.

LAND DEVELOPMENT PROJECTS UPDATE

The Pond on Fulling Mill (Retirement Community)

HRG and Authority Staff met with ELA to discuss phasing of the Project on July 10, 2024. HRG has reviewed and provided a Plan Review #7 on September 18, 2024. The Financial Security is currently under review.

The planning commission recommended approval of the Phase 1 plans at their August 22, 2024, meeting.

Penn State Turf Field

Construction continues at the site.

Jednota South Warehouse

Financial Security Adjustment #2 recommendation was issued to LSTMA on June 13, 2024.

HRG has not received the as-built for this project yet for review.

Kingsley Residential Subdivision (Renamed to Stone Creek Meadow)

HRG and Authority staff met with Pennoni to discuss stormwater revisions to the project to respond to DCCD and PADEP comments through the NPDES permit review and resubmission of those revisions for final plan approval on July 10, 2024.

HRG received a sewer facility planning module exemption package for review on January 31, 2024. A meeting was held with the developer and their engineer on March 20, 2024, to review the resubmission package they are preparing for the project.

Union Knoll (ONSITE)

The Board of Commissioners conditionally approved the land development plan at their March 20, 2024, meeting. They continue to work through the developer's agreement, Highway Occupancy Permitting and sewer capacity issue to prepare the site for recording.

A Financial Security Option of Probable Cost was provided on June 10, 2024, and HRG reviewed and provided comments on July 17, 2024.

The Highway Occupancy Permit was resubmitted, and we are finalizing our review of it.

1801 Oberlin Road – 1 Lot

No update to report.

HRG has reviewed the provided a Plan Review #1 on December 19, 2023. There are sanitary sewer comments that need to be addressed.

Illuminated Integration

Construction continues at the site. They have requested their first financial security adjustment, and we are scheduling the field visit to make an adjustment recommendation.

Penn Preserve

Construction continues at the site.

Aberdeen Subdivision

No update to report.

The updated plans dated October 20, 2023, were reviewed and responded to with Plan Review #4 on November 10, 2023. There are sanitary sewer comments that need to be addressed.

Colony of Old Reliance

No update to report.

HRG has reviewed and provided Plan Review #2 on March 11, 2024. There are sanitary sewer comments that need to be addressed.

Wawa

Construction continues at the site.

MASD Elementary School

A pre-construction meeting was held for the site on July 23, 2024. Sanitary Sewer Submittals were provided and HRG reviewed and approved or approved as corrected all submittals on September 17, 2024. Construction has begun onsite.

Catherine Hershey School

Construction continues at the site.

Cramer Auto LDP

A pre-construction meeting was held for the site on June 3, 2024, and it is now in construction.

CVBP Lot 3 & 4 (REVISED)

Construction continues at the site. They have requested their first financial security adjustment, and we are scheduling the field visit to make an adjustment recommendation.

PSU-Harrisburg ALC Chiller Building

Plans were provided on July 26, 2024, and HRG reviewed and provided comments on August 22, 2024. This plan was tabled by the Planning Commission at their August 22, 2024, meeting and will be on the agenda for the September meeting.

Brook Meadow Farms

Plans were provided on July 29, 2024, and are currently under review. This plan was tabled by the Planning Commission at their August 22, 2024, meeting and will be on the agenda for the September meeting.

Steelton Terminal

The plan was approved by the Board of Commissioners at their August 21, 2024, meeting.

Middletown Home

A Sketch Plan was provided August 29, 2024, and HRG reviewed and provided comments on September 2024.

Stone Creek Meadows- Phase 1 (Final Plan)

HRG has reviewed and provided Plan Review #1 on September 18, 2024. The Financial Security is currently under review.

Please feel free to contact me if you have any questions regarding this report or other items.

Manager Report: *Discussion of Stormwater Fee*

Mr. Border stated that concerning the discussion of the Stormwater Fee, an analysis had been provided to the Board within the packets given, which included the different prices of what various amounts would bring in. Mr. Border inquired about how the Board would like to proceed, and if they would like to have a joint meeting with the Commissioners to discuss this further. He further explained that since changes need to be made and it would be important to include in the budget next year, additionally the public will need to be notified regarding changes as well. Chairman Wilkinson agreed a joint meeting with the Commissioners is vital, the rest of the Board agreed regarding this matter.

Mr. Border also mentioned that Sewer Crew repaired a leak that had taken place, and the staff took care of this time sensitive manner accordingly. Chairman Wilkinson inquired if there were any additional questions for the Manger at this time, as there were no questions, the meeting proceeded.

Municipal Authority Representative Report:

Mr. Washinger updated the Board on the status of the generator, and the diesel fuel was drained, and he will be continuing to do this to get the pump stations Winterized. In addition, a drop in camera was purchased for approximately \$600 to be utilized as well.

MS4 Report:

Mr. Davis updated the Board regarding the status of the annual report for DEP, which provides a status for the MS4 Program. As previously mentioned, Mr. Davis further explained that he believes that this new upload system will assist with efforts moving forward. He also mentioned that this coming Wednesday at the WREP meeting updates

will be provided with the negotiations with the Army Corps of Engineers, and where they are with their new website, and outreach material including display materials that can be taken to events. He also mentioned that they will be doing some field views of different sites in the townships that they are looking at for Priority Project Sites. As we had one project in the Township on North Union Street, we have also added the Falling Mill Boat Launch to that list. We are trying to show all the options available, for the Township. Mr. Davis also mentioned that he will be doing some fall inspections as well. Chairman Wilkinson inquired about other Townships involvement. Mr. Davis stated that the development of the website is meant to provide a directing point for further information regarding involvement as well.

Approve September Expenses for the Sewer Revenue Fund.

A motion was made by Mr. Popp seconded by Mr. Hartz to approve the September Expenses for the Sewer Revenue Fund in the amount of \$230,615.39. The motion was unanimously approved.

Approve September Expenses for Stormwater Fund:

A motion was made by Mr. Popp, seconded by Mr. Bailes to approve the July Expenses for the Stormwater Fund in the amount of \$12,827.27. The motion was unanimously approved.

Chairman Wilkinson inquired if there was any Old Business, or New Business. As there was none, he proceeded, stating there was not an executive session this evening.

A motion was then made by Mr. Popp, seconded by Mr. Hartz to adjourn. The motion was unanimously approved, and the meeting adjourned at 7:38 P.M.

ATTEST: _____



Dominique Relei, Recording Secretary

LOWER SWATARA TOWNSHIP
MUNICIPAL AUTHORITY

Sign-In Sheet

Monday, September 23, 2024

PLEASE PRINT NAME LEGIBLY:

COMPANY NAME or RESIDENT:

1. Ron Paul

LST

2. Dale Messick

Resident

3. Chris DeWard

LST

4. Todd Trantz

LST Board

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____
