

MINUTES
LOWER SWATARA TOWNSHIP MUNICIPAL AUTHORITY
LEGISLATIVE MEETING – MARCH 25, 2024

The March 25, 2024, Legislative Meeting of the Lower Swatara Township Municipal Authority was called to order at 7:00 P.M by Mr. Wilkinson. Mr. Wilkinson called for the pledge of allegiance. The record indicated the following in attendance.

- Richard Wilkinson, Chairman
- Scott Spangler, Vice Chairman
- Chester Hartz, Secretary
- Frank Popp, Treasurer
- Don Bailes
- James Diamond, Eckert Seamans
- Caleb Krauter, Engineer
- Brain Davis, MS4
- Scott Washinger, Municipal Authority Representative
- Zachary Border, Township Manager
- Tracey Bechtel, Recording Secretary

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

Public comments: None

Approval of Minutes:

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

Approve/reject/table Application for Payment No. 4-Sanitary Sewer for Bryn Gweled Infrastructure Replacement Project, to Shiloh Paving & Excavating, Inc. in the amount of \$27,930.00.

A motion was made by Mr. Hartz seconded by Mr. Spangler to approve Application for Payment No. 4 for the Sanitary Sewer for Bryn Gweld infrastructure Replacement Project to Shiloh Paving & Excavating, Inc. in the amount of \$27,930.00. The motion was unanimously approved.

Approve/reject/table MI Windows-HIA Hanger Expansion's Financial Security Agreement for Stormwater Management in the amount of \$78,058.00.

A motion was by Mr. Bailes seconded by Mr. Popp to approve the Financial Security Agreement for MI Windows-HIA Hanger Expansion Stormwater Management in the amount of \$78,058.00. The motion was unanimously approved.

Approve/reject/table Operation and Maintenance (O&M) Agreement with Lower Swatara Township relative to the Richard Shireman Park project.

A motion was made by Mr. Popp seconded by Mr. Bailes to approve the Operation and Maintenance (O&M) Agreement with Lower Swatara Township relative to the Richard Shireman Park project. The motion was unanimously approved.

Capital Campus Interceptor Special Purpose Fee.

Solicitor Diamond explained that there are two very big developers, Union Knoll, Triple Crown project and the School District project tied into this interceptor. Triple Crown is trying to finalize with the Township the Development Agreement and is vested to move forward with a lot of work at risk, but they are not in a position to do that without some kind of “not to exceed” concept, if this Board is open to doing that.

Mr. Krauter reviewed with the Board the Table that showed a range of Special Purpose Fees that are being presented to the Authority for consideration based on the data and information provided in this Analysis. The Table also lists the associated Authority Contribution, should the Authority choose to partially fund the Project using other funding sources (grants, Sewer Revenue Fund, tapping fees, etc.). Based upon the information in the Table, HRG recommended a Special Purpose Tapping Fee of \$6,000.

Chairman Wilkinson noted that he is looking at this from both sides, from the Township’s standpoint and as a developer’s standpoint. The three hundred-thousand-dollar difference between the six thousand dollar and a five-thousand-dollar special purpose fee is small in comparison to a developer who is seeking finance, especially in today’s financial world. He added he would like to see us try to get it closer to five thousand dollars rather than six thousand dollars or even split it in the middle to five thousand five-hundred-dollar fee, he feels it would benefit both the Township from a development standpoint and the developers who are looking to come into the Township. The rest of the Board members agreed, and they took the following motion.

A motion was made by Mr. Hartz seconded by Mr. Popp to approve to authorize including in developer’s agreements a figure not to exceed a five-thousand-dollar special purpose fee. The motion was unanimously approved.

Engineer’s Report:

Approve/reject/table authorization to submit the Chapter 94 Report to PADEP by the March 31, 2024, deadline.

A motion was made by Mr. Spangler seconded by Mr. Bailes to approve authorization to submit the Chapter 94 Report to PADEP by March 31, 2024, deadline contingent on Mr. Washinger’s review and approval. The motion unanimously approved.

Engineer’s Report: Summary of recent activities performed on behalf of the Municipal Authority of the Township of Lower Swatara (Authority) from February 19, 2024 – March 20, 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).

The Act 537 Draft was provided to Township Staff for review. We held a review meeting with Township Staff and the Township SEO on February 21, 2024. Comments were received from the Township, and we expect to receive comments from the SEO in the near future. Upon receipt of comments from the Township staff and SEO, we will update and provide to the Authority Board and Township Commissioners for review.

2024 Sanitary Sewer CIPP Lining Project

The Project includes approximately 3,800 LF of 8" cured-in-place pipe (CIPP) lining and 2,100 LF of 10" CIPP lining. The Authority has been awarded a CFA Small Water and Sewer Project Grant for this Project.

The Project has been revised to include CIPP lining of the sanitary sewer within the Bryn Gweled neighborhood and closed-circuit television (CCTV) inspection of future project areas, as requested by Authority Staff.

The Bidding documents are being finalized and the project is anticipated to be advertised for public bidding in the coming days.

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 submitted to PADEP in October, which is currently under review. We responded to minor questions from PADEP on February 21, 2024. The bidding Documents will be finalized for bidding upon receipt of the WQM Part II Permit.

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

HRG received the Project's Project Manual, Drawing set and four (4) addendums from RETTEW on January 22, 2024. No additional information or notice was provided since then.

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.

We have requested COSTARS quotes from local suppliers and will provide them to the Authority staff for review upon receipt.

Capital Campus Interceptor Improvements Project

The Project includes the evaluation of the Capital Campus Sanitary Sewer Interceptor (Interceptor) capacity and design of the necessary improvements for land development in the area. Sags, deteriorated pipe, 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.

We are currently completing the final design and permitting phases of the Project. The MASD's Planning Module was received on February 14, 2024, which was required prior to submission of the PADEP Water Quality Management (WQM) permit application. The WQM permit application was submitted to PA DEP on March 14, 2024.

STORMWATER PROJECTS UPDATE

Bryn Gweled Infrastructure Replacement Project

The contractor completed the installation of the remaining sanitary manholes. The only construction item left is the wearing course pavement for the site.

Substantial Completion	April 30, 2024 – on target
Final Completion	May 30, 2024 – on target

Hanover St and Meade Ave Stormsewer Repairs

Now that the growing season is restarting, we expect that the punch list can be addressed. We expect to be able to recommend final payment and project closure this spring.

2024 CIP Stormwater Improvement Project

We continue to advance preliminary designs. We have prioritized the design of the stream restoration since that has the longest permitting timeline. The HEC-AS profiles have been built with all flow obstacles and we are getting ready to run H&H calcs to prepare the stream restoration design.

2023 Drainage Improvements Project

The contract was executed, and we began the review of the shop drawings. A pre-construction meeting is scheduled for March 22, 2024.

Land Development Projects Update

The Pond at Fulling Mill

No update to report.

Jednota South Warehouse

Sidewalk and curb on Rosedale Ave is being completed and the road is set to reopen in the next week or so.

HRG has not received the as-built for this work.

Kinsley Residential Subdivision

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.

1801 Oberlin Road – 3 Lots

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

No update to report.

Penn Preserve

No update to report.

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

HRG has reviewed and provided Plan Review #3 on March 11, 2024. There are sanitary sewer comments that need to be addressed.

Wawa

HRG received sanitary sewer submittals for review on March 19, 2024.

MASD Elementary School

HRG has reviewed and provided Plan Review #4 and Financial Security Opinion of Probable Cost Review on March 12, 2024. There are sanitary sewer comments that need to be addressed.

Catherine Hershey School

The preconstruction meeting was held on November 13, 2023, and construction is underway.

Cramer Auto LDP

HRG reviewed and provided Plan Review #3. There are sanitary sewer comments that need to be addressed.

CVBP Lot 3 & 4 (REVISED)

HRG reviewed the most recent plans and responded with Plan Review #1. There are sanitary sewer comments that need to be addressed.

The revised building layout for Lot 4 was submitted as part of a revised plan and there were modifications to the stormwater management system onsite. Revised financial security recommendations are being generated and additional bond will need to be posted for the work.

Manager Report. Mr. Border reminded the Board that Lou Verdelli, of Raymond James will be attending the Authority meeting in April for the Bond issuance.

Municipal Authority Representative Report:

Approve/reject/table the purchase of MSA Altair Meters for confined space entry from Witmer Public Safety Group in the amount of \$5,719.00.

A motion was made by Mr. Hartz seconded by Mr. Bailes to approve the purchase of MSA Altair Meters for confined space entry from Witmer Public Safety Group in the amount of \$5,719.00. The motion was unanimously approved.

MS4 Report: Mr. Davis reported that WREP has their first meeting of the year this coming Wednesday. He also noted that HRG is close to wrapping up their updates to our GIS system.

Approve March Expenses for Sewer Revenue Fund:

A motion was made by Mr. Popp seconded by Mr. Hartz to approve the March Expenses for the Sewer Revenue Fund in the amount of \$202,437.50. The motion was unanimously approved.

Approve March Expenses for Stormwater Fund:

A motion was made by Mr. Popp seconded by Mr. Spangler to approve the March Expenses for the Stormwater Fund in the amount of \$9,221.11. The motion was unanimously approved.

Chairman Wilkinson requested an executive session to discuss legal issues.

A motion was made by Mr. Hartz seconded by Mr. Popp to adjourn and convene into executive session. The motion was unanimously approved, and the meeting adjourned at 7:33 P.M.

ATTEST:



Tracey Bechtel, Recording Secretary

LOWER SWATARA TOWNSHIP
MUNICIPAL AUTHORITY

Sign-In Sheet

Monday, March 25, 2024

PLEASE PRINT NAME LEGIBLY:

COMPANY NAME or RESIDENT:

1. CHRIS DEBART

2. RON PAUL

3. Ron Burkholder

LST

4. Todd Trunte

LST Liason

5. Dan D...

Resident

6. _____

7. _____

8. _____

9. _____

10. _____
