

MINUTES
LOWER SWATARA TOWNSHIP MUNICIPAL AUTHORITY
MAY 20, 2019

The May 20, 2019 Regular Meeting of the Lower Swatara Township Municipal Authority was called to order at 7:00 P.M by Vice Chairman Magaro. Vice Chairman Magaro called for the pledge of allegiance. The record indicated the following officials in attendance:

- Daniel Magaro, Vice Chairman
- Chester Hartz, Secretary
- Scott Spangler, Treasurer
- Frank Popp
- Peter Henninger, Solicitor
- Elizabeth McBride, Township Manager
- Caleb Krauter, Engineer
- Tracey Bechtel, Recording Secretary

Absent: Richard Wilkinson, Chairman

Residents and visitors in attendance:

Steve Severin (LST Municipal Authority)

Chris DeHart (1506 Old Reliance Rd)

Ron Paul

Todd Truntz (LST Commissioner)

Public comments: None

A motion was made by Mr. Popp seconded by Mr. Spangler to approve the April 22, 2019 Meeting Minutes. The motion was unanimously approved

A motion was made by Mr. Popp seconded by Mr. Hartz to approve the Sanitary Sewer Improvement Guarantee Reduction for Soccer Shots, Inc. in the amount of \$22,260.00, providing that the maintenance bond is provided in accordance with applicable statute and law. The motion was unanimously approved.

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

Spring Garden Pipe Replacement Proposal: Following the development of a sink-hole on Spring Garden Drive near the intersection with Lumber Street, Lower Swatara Township authorized HRG to proceed with designing the replacement of the two (2) existing storm culverts with new 48" reinforced concrete pipe. At the Authority's meeting in March 2019, the Authority Staff noted that the existing sanitary sewer pipe, located beneath both storm culverts, and downstream manhole SG39 are in poor condition. It was further recommended that these facilities be replaced during the Township's storm sewer replacement project.

As requested by the Authority at the April 22, 2019 meeting HRG has prepared the following Proposal to design the replacement of the sanitary sewer pipe between IP25 and SG39, and manhole SG39

The project will be surveyed, permitted, and designed in conjunction with, and bid as part of the Lower Swatara Township's Spring Garden Pipe Replacements Project. Combining the design and construction activities with the Township's Project will increase cost savings and economies of scale that will benefit the Authority, Township, and the residents of Lower Swatara Township.

HRG propose to complete the work outlined in the Scope of Services for a Lump Sum fee of \$18,000.00 which includes customary reimbursable expenses, in accordance with the following breakdown: Design and Bid Phase: \$11,300.00; Construction Phase: \$6,700.00. At this time, the design of the Township's Project is anticipated to be completed and ready for public bidding by the end of 2019.

A motion was made by Mr. Hartz seconded by Mr. Popp to approve the Spring Garden Pipe Replacement Proposal in the Lump Sum fee of \$18,000.00. The motion was unanimously approved.

2018 Proposed Capital Improvement Projects – Advanced Rehabilitation Technology (ART) completed the lining of the Airport Drive flow meter chamber Cc1 and sanitary sewer manhole RM1. Authority staff inspected the Work and found it to be acceptable. ART will be sending the Authority the invoice for this Work.

All design and construction activities have been completed for the 2018 Proposed Capital Improvements Projects.

2019 Proposed Capital Improvement Projects – HRG has completed the survey activities for the Green Plains Pump Station, Middletown School Pump Station and the Jamesway Force Main.

HRG completed site visits with Authority Staff on April 30, 2019, for the above referenced sites. During the Jamesway site visit, it was confirmed by Authority Staff that the section of the Jamesway Force Main that was replaced in 2010 extends past the entrance to Sheetz from SR 0230. At the request of the Authority Staff, HRG will design the new force main to start at the end of the 2010 replacement, eliminating the replacement of the force main in front of the Sheetz property.

HRG has begun the preliminary design activities. The changes to the Jamesway Force Main alignment will be included in the General Permit-5-Utility Line Stream Crossing, before the permit is submitted to PA DEP.

Act 537 Planning – HRG continues to complete the on-site door-to-door surveys and sample collections. HRG has received approximately 85 responses to the surveys and has completed approximately 45 inspections and collection of water samples.

Mr. Paul asked what is all involved with these inspections. Mr. Krauter explained that it is a visual inspection only, they look at the surface, make sure there is no water coming out and that there is no green grass, that is the extent of the inspection. They do not look at the system itself. Mr. Krauter also noted that they are required by DEP and PENNVEST for any kind of funding to collect water samples and they have certain percentages that we need to collect. They have had people who have denied having those done, which he is unsure

of why, because they have explained that it will not determine anything that they will be required to do, it's just for the study.

Spring Garden Drive Sewer Replacement – As requested by the Authority at the April 22, 2019 meeting, HRG has prepared a proposal to provide professional engineering services relative to the completion of design, bid, and construction phase services for the Spring Garden Sanitary Sewer Replacement Project.

Land Development Projects Update:

The Pond at Fulling Mill (Retirement Community) – Phase 1 – No update to report. The developer has requested that the tapping fee reimbursement component be determined for their improvements to the Lumber Street interceptor. It is HRG's understanding that Solicitor Henninger is currently reviewing that. MH vacuum testing remains to be completed. The developer has agreed to a cost share approach for the replacement of Manhole TW2 whereas the Authority obtains the polymer concrete insert and the Contractor for the development installs the insert at no cost to the Authority.

Phase II – No update to report. HRG has provided additional comments and is awaiting resubmission of a revised land development plan to address all remaining comments. HRG completed review of the financial security and recommended that the financial security be established in the amount of \$285,346.60 for the sanitary sewer facilities for this phase.

Phoenix Contact LCA Expansion – No correspondence was received over the past month.

UPS Northeast Hub – No update to report.

Hershey Creamery Expansion – The developers engineer is working on revising the land development plans.

William's Manor – No correspondence was received over the past month.

Buddy's Run Subdivision – No update to report.

PSU Meade Heights – No correspondence was received over the past month.

Stoneridge Lot 1 – No correspondence was received over the past month.

SBC Pennsylvania Building Expansion (2755 Spring Garden Drive) – No correspondence was received over the past month.

Building #300-Capital Logistics Center – No update to report.

Star-Barn Duplexes – No update to report. A financial security estimate must be submitted for review and the Authority's approval.

Woodridge PH II Section 9 – The contractor has completed the punch list items with the exception of installing the cleanout caps at finished grade; it was indicated this would be done once final grading is completed. Acceptable record drawings have also been submitted.

Campus Heights Village III – HRG completed our review of the April 18, 2019 land development plan submission and provided technical comments in a letter dated May 3, 2019. HRG also provided comments on the improvement guarantee submission.

Wilsbach Distribution Facility – No update to report.

Soccer Shots, Inc. - At the developer's request, HRG reviewed the project in order to determine the completion of items contained within the Improvement Guarantee Estimate for the sanitary sewer improvements. Based upon observations from the Township Staff, all sanitary sewer improvements have been completed. On May 3, 2019, HRG provided a letter recommending the Improvement Guarantee in the amount of \$22,260.00 be released.

Solicitor's Report: Solicitor Henninger requested a brief executive session following the meeting to update the Board on the upcoming mediation.

Solicitor Henninger informed the Board that the Governor signed Act 4 of 2019, which is a law basically aimed at improving the Municipal Authorities fiscal controls. Prior to this, the fiscal controls of the Authorities were really loose, there wasn't even budgeting requirements for Authorities in Pennsylvania. Act 4 mandates that you follow the same generally accepted accounting principles as Townships, Boroughs etc. follow and that you have an annual report submitted on DCED's forms just like the Township does. The annual report is required to be discussed and formally accepted by vote. Solicitor Henninger added that our Authority has always pretty much followed this process, but many other places have not, so now it is being mandated to do so.

M.A. Manager's Report: In the absence of Mr. Lanman, Mr. Severin reported to the Board on the EDU overage at Sheetz. Sheetz had purchased 25 EDU's back in September of 2014. In 2017 and 2018 there were eight (8) separate months out of the year where their usage was over the 25 EDU's and those months were exactly the same months in both years. The same pattern is starting for 2019 as well. Mr. Severin noted that Mr. Lanman did notify Sheetz regarding this matter and Sheetz did respond back saying they were going to look into the matter. In the meantime Mr. Severin indicated that he and Mr. Ash placed a meter into their discharge to verify what they are actually dumping into the sewer. To date, the meter is indicating that they are dumping just as much as their water readings are indicating. This meter has also been certified by a third party just today.

Township Manger's Report: Ms. McBride asked Mr. Severin to go over the updated Vactor quote \$376,372.00 from A&H Equipment. After Mr. Severin gave his update, Ms. McBride added that she was hoping to get approval tonight to proceed with this purchase.

Mr. Hartz noted that he appreciated Mr. Severin and the rest of the Staff for their due diligence on all the research that was put forth on this.

Ms. McBride commented that she and Mr. Hartz were discussing prior to the start of tonight's meeting, what should happen if another Municipality should want to borrow or borrow us to use our truck in their Township/Borough. Ms. McBride suggested that in the near future the Board should discuss this further.

Mr. Hartz asked the Commissioners that were present this evening if they had any thoughts or comments on the direction the Authority Board is considering taking on this purchase. Commissioner Truntz responded that he felt it was a good decision, everyone had an opportunity to weigh in. Initially the used truck was attractive, then once we got everybody on board we found out that the new one is the better buy. He added that next time, maybe it

will be different, a used vehicle might be the better buy, but having the people with the expertise involved, we need to listen to their recommendations.

Mr. Severin added that he might have stepped on some toes to get involved, but he just appreciated the opportunity for all, himself, Mr. Ash and the expertise of Mr. Mason to have input in this decision, it's not just a purchase, it's an investment.

Commissioner Paul emphasized that he hopes everything works this way, as far as more people involved, rather than just the department head, engineer or whomever it might be. There are many unknowns, but there is a lot of experience here at the Township and that's worth at least an opened dialog, we need to do more of this.

Commissioner DeHart agreed and noted that for the purchase of vehicles especially, when he was up at the fire house, they would have a committee that gathered information before a big purchase like this was done. Commissioner DeHart also inquired if we were borrowing money for this purchase or buying it out-right. Mr. Henninger replied that this was an anticipated expense that was part of the CIP bond that was taken out.

A motion was made by Mr. Spangler seconded by Mr. Hartz to approve the purchase of the Vactor Truck in the amount of \$376,372.00. The motion was unanimously approved.

A motion was made by Mr. Hartz seconded by Mr. Popp to approve the purchase of six (6) flow meters in the amount of \$9,715.00 in order to complete one of the portions of the Act 537 Plan Update. The motion was unanimously approved.

Ms. McBride gave an update on the delinquent status and the conversion to the new software system. July 1st is still the target date to go live with the new billing system and noted to the Board the efforts put forth by Ms. Bechtel and Ms. McClain to make this transition happen.

A motion was made by Mr. Spangler seconded by Mr. Hartz to approve the May expenses in the amount of \$299,875.12. The motion was unanimously approved.

Old Business: None

New Business: None

A motion was made by Mr. Popp seconded by Mr. Spangler to adjourn the meeting and convene into executive session. The motion was unanimously approved and the meeting adjourned at 7:44 P.M.

ATTEST:

Tracey Bechtel, Recording Secretary