

South Middleton Township Municipal Authority—November 9, 2020
Regular Meeting

Board Members Present: William Brown, Chairman, Bryan Gembusia, Vice Chairman, Steve Aichele, Treasurer, Duff Manweiler, Secretary and Maurita Hewitt, Asst. Secretary/Treasurer

Staff Present: Robert Kissinger, Acting Manager, Howard Butler, Engineer (GHD), and Isaac Wakefield, Solicitor

Visitors: Cory Adams, SMT (Present through Zoom)

Public participation and public comment are made available via Zoom or through written comments submitted by email to the Authority Manager.

Chairman Brown called the meeting to order at 6:00 p.m.

The minutes from the October 12, 2020 meeting were presented for approval. **Mr. Gembusia made a motion to accept the minutes as presented. Mr. Aichele seconded the motion. The motion carried 5-0.**

The monthly invoices were presented for payment and all board members initialed the warrant list. **Mr. Aichele made a motion to pay the monthly invoices as presented. Ms. Hewitt seconded the motion. The motion carried 5-0.**

The following requisitions were presented for payment from the **M & T Trust Company 2019A Project Fund - Sewer:**

<u>Req. No.</u>	<u>Payee</u>	<u>Amount *</u>
S-10	GHD, Inc.	\$ 3,061.77

The following requisitions were presented for payment from the **M & T Trust Company 2019A Project Fund - Water:**

<u>Req. No.</u>	<u>Payee</u>	<u>Amount *</u>
W-18	Honor Engineering	\$ 225.00
W-19	Industrial Environmental	\$ 2,108.42
W-20	GHD, Inc.	\$13,728.30

The following requisitions were presented for payment from the **M & T Trust Company 2013 Sewer Bond Redemption Fund:**

<u>Req. No.</u>	<u>Payee</u>	<u>Amount*</u>
577	Trout CPA	\$ 1,865.00
578	A.L.O. Lawn Design, Inc.	\$ 2,425.67

The following requisitions were presented for payment from the **M & T Trust Company 2013 Water Bond Redemption Fund:**

<u>Req. No.</u>	<u>Payee</u>	<u>Amount*</u>
466	GHD, Inc.	\$10,147.50
467	Trout CPA	\$ 1,865.00
468	A.L.O. Lawn Design, Inc.	\$ 2,735.33

The following requisition was presented for payment from the **M & T Trust Company 2013 Water Clearing Fund:**

<u>Req No.</u>	<u>Payee</u>	<u>Amount*</u>
30	SMTMA Water Operations	\$300,000.00

* A Description of all payments is shown on the Summary of Requisitions report distributed in the meeting packet and will be filed with the minutes as a permanent record.

Ms. Hewitt made a motion to authorize payment of the following requisitions from the M & T Trust Company 2019A Project Fund—Sewer: Req. No. S-10, from the M & T Trust Company 2019A Project Fund—Water: Req. Nos. W-18, W-19, & W-20, from the M & T Trust Company 2013 Sewer Bond Redemption and Improvement Fund: Req. Nos. 577 & 578 , from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. Nos. 466, 467, & 468, and from the M & T 2013 Water Clearing Fund: Req. No. 30. Mr. Manweiler seconded the motion. The Motion carried 5-0.

Public Input - None

SMT Update/Issues: Mr. Adams presented a previous concern with regard to the poor aesthetics of Storage Tanks 2 & 4 near the Parkview Development. He reiterated that Mr. Dawood may be amenable to participation in the cost to plant trees or a screening, or in partnering with the Township to paint the tanks. Mr. Kissinger stated that the tanks were recently painted and it was quite costly. After more discussion with regard to cost and the financial responsibility of maintaining the tanks, Chairman Brown suggested approaching Mr. Dawood to seek his amenability to absorb the costs to clean the tanks. It was the consensus of the Board that Mr. Kissinger should secure a quote for power washing both tanks and report back.

MANAGER'S REPORT— Mr. Kissinger's monthly report was included in the meeting packet for the Board's review. (A copy of the Manager's report is filed as a permanent record with these minutes.)

Monthly Budget Review — The monthly budget report was included in the meeting packet.

VITRO Update – Amy Hacker sent an email to Mr. Kissinger to state that VITRO is proposing to pump their discharge water to Keller Hill tomorrow. They will be monitoring and troubleshooting over the next week but there was no formal request made for reimbursement of the Tapping fee.

Mr. Kissinger reported that he met with the property owner at 531 Limestone Road to discuss that the Authority would be obtaining a proposal from a local contractor to perform paving to his driveway but that the actual paving will not occur until the spring. The Property owner was in agreement. Once the proposal is obtained the property owner will be contacted to discuss the cost sharing.

Mr. Kissinger presented a proposal to clean Storage Tank No. 5 by a company named Keystone Prowash for a price of \$5,600.00. The price includes a large crane and non-contact cleaning using a spray wash with a mild bleach solution. Mr. Kissinger contacted the tank manufacturer and the Engineer and both approved the method of cleaning. **Mr. Aichele made a motion to approve the cleaning of Storage Tank No. 5. Mr. Gembusia seconded the motion. The motion carried 5-0.**

Mr. Kissinger reported that he has only received one signed temporary easement with regard to the Park Drive water line extension project. He has had questions from one property owner that is reluctant to sign. Some discussion was held on how to proceed. Mr. Kissinger suggested that he contact the property owner again reiterate the benefits of an improved water system.

Mr. Kissinger reported that he reviewed the draft budget with the Capital Projects Committee and some changes need to be made after discussions on revenue and the water and sewer rate structure. He will make those changes for presenting next month in final form.

CONSULTING ENGINEER'S REPORT (GHD)—Mr. Butler presented the monthly memorandum, as distributed in the meeting packet, detailing the progress of the Task Orders prepared by GHD. (Memorandum is filed with these minutes as a permanent record).

Mr. Butler reiterated that bids will be opened in two weeks for the Park Drive waterline project.

SOLICITOR'S REPORT— Mr. Wakefield provided a synopsis of the various meetings with SRBC. The end result is an amended settlement agreement to include the Authority's grandfathered, historical usage plus 5%. SRBC has also agreed to allow for unexpected emergency demands by parties of the Intermunicipal Agreement. Mr. Wakefield presented copies of the agreement with SRBC for consideration and approval. Mr. Gembusia made a motion to authorize the execution of the amended settlement agreement with SRBC. Mr. Manweiler seconded the motion. Ms. Hewitt Abstained. The motion carried 4-0.

Mr. Wakefield presented a proposal from a vendor who has previously approached the Authority interested in purchasing the existing cell tower lease at Storage Tank No. 2 with TMobile. This means they desire to acquire an easement from the Authority to locate another tenant there in the future, and buy out the existing lease which has another 5 years remaining by offering a lump sum amount. The lump sum offered exceeded a previous offer; however, after discussions with regard to the amount of the offer, the years of the contract, and potential negative affects to the Authority, no action was taken.

SPECIAL COMMITTEE REPORTS


Capital Projects Committee - Mr. Brown reported that there is a large capital budget for 2021. The committee will be looking at ways to fund the projects and there is the possibility of refinancing the 2016 Bond Series next year. Mr. Remig offered to meet with the Board for a future discussion on the same. The committee will meet on November 23rd to discuss the water and sewer rate structure.

Tapping Fee Adjustment Committee - Primarily the discussion was relative to Land O Lakes Tapping Fee Adjustments. Mr. Wakefield will circulate a draft reimbursement agreement between Land O Lakes and the Authority which will include an up-front payment and there will be a reimbursement aspect after determination of an increase or decrease to their usage. Mr. Wakefield needs to determine the technical aspects to incorporate the appropriate language needed for the Authority's best interests.

HR Committee - Chairman Brown turned the floor over to Mr. Aichele to report on the meeting that was held prior to the Board meeting. The meeting was held to specifically discuss the Authority's response to COVID related cases as there has been an uptick in cases across the midstate. **The Board entered into executive session at 7:21 p.m. for further discussions pertaining to the matter. The Board resumed the meeting at 7:33 p.m.** The result of the meeting going forward and until further notice, if an employee learns that they have been exposed to anyone who has tested positive, they must immediately notify management to inform them of the date and the circumstances of the exposure. If they are not already at work, they should remain at home. The circumstances of the exposure will be discussed to determine if the exposure constitutes "close contact". The guidance concerning the determination of "close contact" will be in accordance with the CDC. If the person exhibits no symptoms and close contact is determined, they will begin to quarantine at home for a period of 14 days from the date of exposure to that person. The employee will be asked to attempt to get a test, not the rapid test, but the PCR test. If the employee exhibits symptoms, they will need to call a healthcare professional for further guidance. Each case of potential exposure to COVID-19 will be addressed on a case-by-case basis to determine the proper way to proceed. Employees will be reminded to follow the social distancing practices already in place and that were specified by the Manager on May 22, 2020.

At 7:55 pm Mr. Gembusia made a motion to adjourn the meeting. Mr. Manweiler seconded the motion. The motion carried 5-0.

Respectfully submitted,



Secretary/Asst. Secretary