

South Middleton Township Municipal Authority—September 14, 2020
Regular Meeting

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

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

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 August 10, 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 4-0.**

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. Mr. Gembusia seconded the motion. The motion carried 4-0.**

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-7	GHD, Inc.	\$ 5,992.79
S-8	Honor Engineering	\$ 7,994.70

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-15	GHD, Inc.	\$ 9,496.27
W-16	Honor Engineering	\$13,235.30

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>
572	Messick's	\$12,564.00

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>
460	GHD, Inc.	\$14,327.15
461	Messick's	\$11,934.00

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.

Mr. Gembusia made a motion to authorize payment of the following requisitions from the M & T Trust Company 2019A Project Fund—Sewer: Req. Nos. S-7 & S-8, from the M & T Trust Company 2019A Project Fund—Water: Req. Nos. W-15 & W-16, from the M & T Trust Company 2013 Sewer Bond Redemption and Improvement Fund: Req. No. 572 and from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. Nos. 460 & 461. Mr. Aichele seconded the motion. The Motion carried 4-0.

Public Input - None

SMT Update/Issues None

MANAGER'S REPORT— Ms. Hall's monthly operations status 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.

MMO Tier I & Tier II Pensions - The annual Minimum Municipal Obligation (MMO) paperwork was presented for both of the Authority's pension plans for 2021 as a matter of review and record as required by state law.

Mt Holly Wastewater Treatment Plant Re-rate - Ms. Hall reported that she had received the results of the Infiltration & Inflow study that was completed by GHD in the Mt Holly area. Authority staff will be evaluating the two basins that showed elevated peaks of flow and develop a plan for remediation.

VITRO Update – Amy Hacker, Environmental Engineer for VITRO, provided an update to Ms. Hall with regard to the discharging of their process water. Ms. Hacker shared that VITRO is slated to begin discharging process water to the Keller Hill site within the next two weeks. VITRO began the process of modifications to their old pipeline to that site, and if their plan moves forward as expected, they will provide information with regard to the tapping fee reimbursement and the potential change for need of capacity in the treatment plant under an emergency situation by October 1, 2020.

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).

SOLICITOR'S REPORT— Mr. Wakefield presented a Conflict Waiver for signature with regard to the Mt Holly Intermunicipal Sewer Agreement. The waiver resulted because Salzmann Hughes represents both South Middleton Township and South Middleton Township Municipal Authority as two parties of the agreement. Mr. Adams had previously signed the waiver on behalf of South Middleton Township. Mr. Wakefield requested a motion to authorize Ms. Hall's signature on the Conflict Waiver on behalf of South Middleton Township Municipal Authority. Ms. Hewitt made a motion to authorize Ms. Hall to sign the Conflict Waiver as presented. Mr. Gembusia seconded the motion. The motion carried 4-0.

A discussion was held relative to the sale of the Storage Tank No. 3 lot on Marsh Drive. South Middleton Township had previously expressed an interest in purchasing the property for a nominal fee to act as a 100 foot buffer around the adjacent church property with regard to the management of future water and sewer lines. The consensus of the Board was to direct Mr. Wakefield to draft an agreement of sale for the lot to South Middleton Township. Mr. Wakefield requested approval to have Ms. Hall sign a Conflict of Waiver for the proposed Agreement of Sale for the Storage Tank No. 3 lot. Mr. Gembusia made a motion to authorize Ms. Hall to sign a Conflict Waiver for the proposed Marsh Drive ST No. 3 Lot Agreement of Sale upon completion. Mr. Aichele seconded the motion. The motion carried 4-0.

Mr. Wakefield presented an amendment to the original Summerbridge Easement Agreement with the Authority. The Developer deviated from the plan that was agreed upon for the installation of the stormwater line during construction. This amendment corrects and properly indicates the stormwater line and easement. Mr. Wakefield requested that the Authority approve and execute the amended easement agreement. Mr. Gembusia made a motion to authorize Mr. Brown to sign the amended easement agreement. Mr. Aichele seconded the motion. The motion carried 4-0.

SPECIAL COMMITTEE REPORTS

HR Committee - The committee met with regard to employee medical insurance coverage for the new plan year. Several options were outlined and discussed but none were comparable to the current coverage and no other option had a significant cost savings for the Authority. The committee recommended to stay with the current plan with Capital Blue Cross but to increase the employee's share of the deductible. The current employee portion is \$300.00. Mr. Brown stated that he would recommend an increase to the employee deductible portion from \$300.00 to \$500.00. **Mr. Brown asked for a motion to retain the current health coverage with Capital Blue Cross for the upcoming plan year. Mr. Gembusia made a motion to keep the current health coverage with**

Capital Blue Cross. Ms. Hewitt seconded the motion. The motion carried 4-0. Ms. Hewitt made a motion to increase the employee deductible portion from \$300.00 to \$500.00, to increase

the maximum of the employee's individual FSA account from \$2000.00 to \$2,750.00, and to give authorization to the Chairman to sign all documents relative to the same. Mr. Gembusia seconded the motion. The motion carried 4-0.

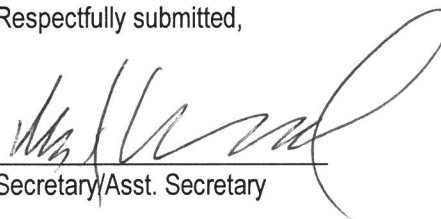
Capital Projects Committee - This committee hasn't met recently, however, Mr. Brown reported that the Authority is experiencing a higher surplus of funds over previous projections. Mr. Brown requested that budget numbers be presented in a rough draft for next month in order to have discussions about any rate adjustments with regard to quarterly water and sewer billings.

Tapping Fee Adjustment Committee - The committee met just prior to the Authority meeting. Primarily the discussion was relative to Land O Lakes Tapping Fee Adjustments. Land O Lakes was contacted about their high water usage, and they have had two months to determine whatever internal adjustments they may make to lower their usage.. A conference call is scheduled with Land O Lakes on Thursday September 24, 2020 to continue the conversation.

NEW BUSINESS – None.

At 7:08 pm Mr. Gembusia made a motion to adjourn the meeting. Mr. Aichele seconded the motion. The motion carried 4-0.

Respectfully submitted,



Secretary/Asst. Secretary