

South Middleton Township Municipal Authority — May 10, 2021
Regular Meeting

Board Members Present: William Brown, Chairman, Bryan Gembusia, Vice Chairman, Duff Manweiler, Secretary, Steve Aichele, Treasurer & Maurita Hewitt, Asst. Sec/Treasurer (via zoom)

Staff Present: Josephine Hall, Manager, Robert Kissinger, Advisor, Howard Butler, Engineer & Isaac Wakefield, Solicitor

Visitors: Cory Adams, SMT (via zoom)
Brian O'Neill, SMT (via 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 April 12, 2021 meeting were presented for approval. **Mr. Gembusia made a motion to accept the minutes as presented. Ms. Hewitt 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. Mr. Gembusia seconded the motion. The motion carried 5-0.**

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>
586	DOLI Construction, Inc.	\$ 30,107.21

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>
477	GHD, Inc.	\$ 13,594.60
478	DOLI Construction, Inc.	\$ 301,661.95

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

<u>Req. No.</u>	<u>Payee</u>	<u>Amount</u>
32	Sewer Operations Account	\$ 500,000.00

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>
32	Water Operations Account	\$ 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.

Mr. Gembusia made a motion to authorize payment of the following requisition from the M & T Trust Company 2013 Sewer Bond Redemption and Improvement Fund: Req. No. 586, from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. Nos. 477 & 478, from the M & T Trust Company 2013 Sewer Clearing Fund: Req. No. 32, and from the M & T Trust Company 2013 Water Clearing Fund, Req No. 32. Mr. Aichele seconded the motion. The Motion carried 5-0.

Public Input - None

SMT Update/Issues: Mr. O'Neill presented a potential concern with regard to a trout stream project in the Yellow Breeches that may potentially conflict with the Children's Lake Water Line Relocation. He added that the Conservation District, who will be doing the work, will have limited periods of access to the stream due to trout fishing season. Ms. Hall provided the Board with a summary of the scope of the project. Allenberry, Inc. had approached the Conservation District to improve trout fishing in the area, by providing rock features to improve the stream bed for the trout habitat as well as bank stabilization. She added, however, that based on conversations with GHD, the Children's Lake Project will not begin until September, there will be no conflict with the Conservation District related to the Allenberry project and the Authority's upcoming project due to this schedule. Also, Ms. Hall provided that she met with the Conservation District and granted permission for them to use an existing Authority easement off of Criswell Drive to bring in the needed materials.

Mr. O'Neill presented concern related to the traffic control executed by the Authority's contractor, DOLI Construction Inc, on Park Drive. Ms. Hall will be addressing these concerns with the contractor to ensure that any issues are corrected.

Lastly, Mr. O'Neill reported that Jeff Smith from the Carlisle Airport has removed the rocks from the right-of-way along Forge Road. The right-of-way was used as a staging area for the Contractor for the Forge Road Acres Project. The area was not returned to its' original state and was the subject of various complaints by adjacent property owners, as recorded in the minutes of April 12, 2021. Mr. Smith believed that the property was part of the airport's property. Since last month, Mr. O'Neill's further research provided a subdivision plan that shows that each adjacent property owner shares this common right of way. He shared that information with Mr. Smith. Mr. Smith will return to place top soil and grass seed in the area in a few weeks.

Mr. Brown reported that Ms. Hall will be attending weekly staff meetings with South Middleton Township in a proactive effort to communicate and coordinate with regard to developments and other future projects. Mr. Adams will reach out to Ms. Hall after he has discussions with his staff to coordinate the effort.

MANAGER'S REPORT— Ms. Hall'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.)

Ms. Hall presented Resolution 05-10-21-01 to amend the Defined Benefit Pension Plan for Tier 1 employees, as recommended by the Authority's financial advisors. Ms. Hall stated that the amendment essentially freezes the plan with Principal Financial as an option for any future employees, and is retroactive to employees hired after January 2010. The amendment changes nothing for current plan members. **Mr. Gembusia made a motion to approve and execute Resolution No. 05-10-21-01 as presented. Mr. Aichele seconded the motion. The motion carried 5-0.**

Ms. Hall presented a signed Deed of Easement and Right-of-Way, and Temporary Construction Easement with the Carlisle United Methodist Church for approval and execution by the appropriate parties. This is in conjunction with the proposed water main extension from York Road to S Spring Garden Street. **Mr. Manweiler made a motion to approve and execute the easement as presented. Mr. Aichele seconded the motion. The motion carried 5-0.**

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

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).

Mt Holly Intermunicipal Agreement – Mr. Butler reported that he is still working on reference language for the agreement with regard to cross-border flow. He will send it over to Isaac for further review and modification.

SOLICITOR'S REPORT— Mr. Wakefield reported that he completed the work on the terms and conditions to propose to Land O' Lakes after discussions with the Tapping Fee Committee and staff. Those items were conveyed to counsel for Land O' Lakes' last week. He is awaiting their response.

Children's Lake Agreement - Mr. Wakefield reached out to the attorney for DGS; he has not received their counter-signed agreement for the Waterline Relocation Project at Children's Lake. He was informed that DGS has forwarded the document onto another party for signature. They have thirty days to execute and respond.

Mr. O'Neill reported to Mr. Wakefield that he has the signed and notarized easement from Seven Gables with regard to the S Spring Garden Street/York Rd Waterline Project. Ms. Hall stated that she will retrieve those from him and get those to Keith Brenneman for Carlisle Borough's signature.

SPECIAL COMMITTEE REPORTS

Capital Projects Committee – Mr. Brown turned the floor over to Ms. Hall to report on the outcome of the initial meeting with GMS Funding Solutions. To reiterate, at the last Authority meeting, the Board agreed to enter into a contract with GMS for a period of one year to seek available grant funding for Authority Projects. Initially it was the intent of GMS to target the Storage Tank No. 6 project, but because of the timing of the project and that funding is already available, it could potentially delay the project. Therefore, GMS will work on securing funding for the S Spring Garden Street project, and Ms. Hall received a request for information from them today.

Tapping Fee Committee – Nothing to report


HR Committee - Ms. Hall reported that she would like to have a discussion with regard to COVID, updated CDC guidelines and potential change to Authority policy on masks. Mr. Gembusia asked to discuss in Executive Session. The last item for the HR Committee was that Mr. Brown reiterated that they would like to see future discussions to explore other options for Tier II employee pensions. The prior intention to do so was tabled due to COVID.

New Business – None

Executive Session - At 6:52 p.m. Chairman Brown stated that the Board would be moving into executive session for personnel related discussions. At 6:57 Chairman Brown reconvened the regular meeting.

At 7:01 p.m. Mr. Gembusia made a motion to adjourn the meeting. The motion was seconded by Mr. Aichele. The motion carried 5-0.

Respectfully submitted,


Secretary/Asst. Secretary