

South Middleton Township Municipal Authority — January 10, 2022
Regular Meeting

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

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

Visitors: Brian O'Neill, SMT Engineer
Cory Adams, SMT (Via Phone)

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.

Chairman Brown turned the meeting over to Mr. Wakefield for the purpose of reorganization of officers.

Mr. Wakefield opened the floor for nominations for the position of Chairman.

Mr. William Brown proposed that the Board retain the same slate of officers for 2022. **Mr. Aichele made a motion to nominate the same slate of officers for 2022. Ms. Hewitt seconded the motion. The motion carried 5-0.**

Mr. Wakefield turned the floor over to Chairman Brown to finish the balance of the reorganization.

Mr. Brown requested a motion to nominate the engineer for 2022. **Mr. Aichele made a motion to reappoint GHD, Inc. for 2022. Mr. Manweiler seconded the motion. The motion carried 5-0.**

Mr. Brown requested a motion to nominate a Solicitor for 2022. **Mr. Aichele made a motion to reappoint Salzman Hughes for 2022. Ms. Hewitt seconded the motion. The motion carried 5-0.**

Mr. Brown requested a motion to nominate an Auditor for 2022. **Mr. Aichele made the motion to reappoint Trout CPA for 2022. Ms. Hewitt seconded the motion. The motion carried 5-0.**

Mr. Brown requested a motion to nominate a Bond Counsel for 2022. **Mr. Aichele made the motion to reappoint Eckert Seamans for 2022. Ms. Hewitt seconded the motion. The motion carried 5-0.**

The minutes from the December 13, 2021 meeting were presented for approval. **Mr. Gembusia made a motion to accept the minutes as presented. Mr. Manweiler seconded the motion. The motion carried 5-0.**

The monthly invoices were presented for payment and all board members initialed the warrant list. **Ms. Hewitt 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>
597	GHD, Inc.	\$ 765.00
598	Lexington Land Developers	\$ 31,449.00

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>
494	GHD, Inc.	\$ 2,125.93
495	DOLI Corporation	\$182,030.35

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>
33	SMTMA 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 requisitions from the M & T Trust Company 2013 Sewer Bond Redemption and Improvement Fund: Req. Nos. 597 & 598, from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. Nos. 494 & 495, and from the M & T Trust Company 2013 Water Clearing Fund: Req #33 . Ms. Hewitt seconded the motion. The Motion carried 5-0.

Public Input - None

SMT Update/Issues: Mr. O'Neill reported that they are still waiting on the Detour Traffic Plan from DOLI for the portion of York Road waterline work through Seven Gables.

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. She provided a brief overview of the items mentioned in the report.

Ms. Hall made the Board aware that GHD had previously provided Mark Malarich (Carlisle Borough) with the WQM Permit for the upgrade to their Pump Station #2. As of this date, Mr. Malarich has not yet responded to GHD with questions or signed the document. This paperwork is required to continue progress on the station's design as outlined in the various agreements that have been executed with the Developer of Cambria Place and the Borough. Chairman Brown requested that Mr. Butler reach out to Mr. Malarich for a status update. Mr. Wakefield asked that Mr. Butler include him on any correspondence to Mr. Malarich.

Ms. Hall reported that she and the Assistant Manager will be completing employee evaluations and compensation increases that will take effect the last payroll of January, 2022.

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).

Mr. Butler reported that West Shore LNG, to be located on Zion Road, requested to use their own firm to complete hydrant testing for the proposed location and to complete additional "recharge" testing. GHD requested details on the recharge test to see what it entails, if GHD could complete that test as well. The Board directed Mr. Butler to communicate with West Shore LNG that GHD will complete the hydrant test as is standard practice, and to continue efforts to determine the details of the recharge test that they are requesting.

SOLICITOR'S REPORT – Mr. Wakefield presented the executed Land O' Lakes Tapping Fee Agreement and provided a synopsis of the terms and conditions of the overall agreement. The Authority issued an invoice to Land O' Lakes for \$3.5 million dollars for tapping fees due to the increased capacity usage between January 1, 2005 and the end of 2021. In lieu of requiring an up-front payment from Land O' Lakes, The Authority has agreed to allow Land O' Lakes to install a reuse system once the agreement is in place to essentially true up where the usage is and bill them the appropriate tapping fee at that time for the difference. There are also other provisions/concessions in the agreement to protect the Authority upon abandonment of the items agreed upon by both parties. The requested end date by Land O'Lakes is on or before October 31, 2023. Land O'Lakes will provide a single, non-refundable deposit in the amount of \$20,000.00 for legal, engineering and administrative costs as well as establish an escrow account with the Authority for \$10,000.00 to be used for future needs. **Mr. Wakefield asked for authorization to approve and execute the agreement. Mr. Gembusia made a motion to authorize and approve execution of the Land O' Lakes Tapping Fee Agreement. Ms. Hewitt seconded the motion. The motion carried 5-0.**
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SPECIAL COMMITTEE REPORTS

Capital Projects Committee - Nothing to Report

Tapping Fee Adjustment Committee – Nothing to Report

HR Committee - Nothing to Report

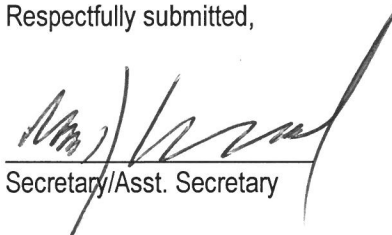
At 6:38 p.m. the Board moved into executive session for capital and HR discussions.

At 7:23 p.m. the Board reconvened and a motion was made by Mr. Manweiler to amend the agenda to consider potential action authorizing the Solicitor to work on an Operating Agreement with the Township. The motion was seconded by Ms. Hewitt. The motion carried 5-0.

Mr. Gembusia made a motion to authorize the Solicitor to work on the Operating Agreement with the Township. Ms. Hewitt seconded the motion. The motion carried 5-0.

At 7:26 Mr. Manweiler made a motion to adjourn. Ms. Hewitt seconded the motion. The motion carried 5-0.

Respectfully submitted,



Secretary/Asst. Secretary