

**South Middleton Township Municipal Authority — November 8, 2021**  
**Regular Meeting**

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

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

**Visitors:** Cory Adams, SMT  
Brian O'Neill, SMT  
Brad Remig, PFM

In addition to attendance at the meeting, public participation and public comment are also made available upon request 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 11, 2021 meeting were presented for approval. Mr. Gembusia made a motion to accept the minutes as written. Ms. Hewitt seconded the motion. The motion carried 4-0.

The monthly invoices were presented for payment and all board members initialed the warrant list. Mr. Manweiler made a motion to pay the monthly invoices as presented. Ms. Hewitt seconded the motion. The motion carried 4-0.

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>
595	GHD, Inc.	\$ 844.00

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>
490	DOLI Construction	\$137,285.45
491	SMTMA Water Operations	\$ 56,132.77
492	GHD, Inc.	\$ 20,409.73

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>
34	Sewer Operations Acct	\$500,000.00

\* 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. No. 595, from the M & T Trust Company 2013 Water Bond Redemption and Improvement Fund: Req. Nos. 490, 491 and 492, and from the M & T Trust Company 2013 Sewer Clearing Fund: Req No. 34. Ms. Hewitt seconded the motion. The motion carried 4-0.

**Public Input** - Mr. Brown turned the floor over to Brad Remig of PFM for discussions on refinancing of the 2017, 2019 and 2019A Bond Series. Mr. Remig presented information on taxable advanced refunding, and tax-exempt refinancing/refunding

**Options and cost savings under the various scenarios. It was the consensus of the Board that Mr. Remig revisit these options for a tax-exempt refinancing of the 2017 Bond Series as well as options to do a taxable refinancing of the 2019 and 2019A Bond Series with the Board in February of 2022.**

**SMT Update/Issues:** Mr. O'Neill reported that Doli is scheduled to pave at Children's Lake on November 11<sup>th</sup>. He also reported that Mr. Wakefield distributed the revised Developer's Agreement for the Smith Farm on S Spring Garden Street. Originally the developer of Smith Farm submitted a request for 460 EDUs. The Reallocation Agreement with the Carlisle Borough did take into account said development, however, Carlisle Borough made a condition of the Reallocation Agreement the design and bid of the upgrades to their Ridge Street Pump Station. In an attempt to keep the Smith Farm Development Subdivision Plan moving forward, Mr. O'Neill suggested to have the subdivision plan approved with one (1) EDU per lot and that each individual lot owner will need to complete their own sewer planning once purchased.

**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.)

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

Ms. Hall requested that the Board revisit the Mt Holly Sewer Agreement and move forward with finalization of said agreement. **After some discussion regarding management/staffing changes at the Mt Holly Borough as well as questions initiated by Mt Holly with regard to South Middleton's system jurisdiction and flows to the plant, it was the consensus that Mr. Butler and Mr. Wakefield revisit the agreement and move toward a final draft for approval.**

Ms. Hall presented, as a matter of record to the Board, that a potential issue exists regarding one of Land O' Lakes new water meters as part of the Park Drive Waterline Replacement Project. The vault to one of the new meters was cracked and the meter was found submerged under water. A patch was made to the vault, and the water removed. Ms. Hall reached out to LAWCO to certify that the meter is operational. Should there be a problem she will need to address it with DOLI.

Ms. Hall presented an AFP No. 1 for DOLI Construction Corporation in the amount of \$397,304.25 to be paid from the \$400,000.00 developer's escrow previously set up by DGS. **Mr. Gembusia made a motion to approve AFP No. 1 in the amount of \$397,304.25 to DOLI Construction Corporation for the Children's Lake Waterline Replacement Project. Ms. Hewitt seconded the motion. The motion carried 4-0.**

Ms. Hall presented documentation relative to a Low-Income Household Water Assistance Program to be managed by the state of PA. Ms. Hall provided an overview of the program for the Board's review and approval, and added that should the Board decide to participate as a vendor of this state funded project, a vendor agreement will need to be submitted. **Mr. Gembusia made a motion to authorize Ms. Hall to submit the appropriate paperwork to the state for South Middleton Township Municipal Authority to become a vendor as part of the Low-Income Household Water Assistance Program. Ms. Hewitt seconded the motion. The motion carried 4-0.**

Ms. Hall reiterated that she had reached out to the Authority members via email to seek approval for Kline's Environmental to clean the wet wells at all the pumping stations. Initially the work was to take two days for Kline's to provide three technicians and that the estimated time frame would be twelve hours each day. All the flow was to be disposed into the SMTMA treatment plant. However, after the first truck was dumped at the head of the treatment plant, it was discovered that there was substantial grease in the flow deposited into the plant. Ms. Hall contacted Kline's to request that they take the remaining flow to their plant in Salunga. Ms. Hall was given a price of \$ .17/per gallon for Kline's to take the flow to their plant. **Ms. Hall requested approval for the Board to ratify the retaining of Kline's Environmental to clean all the wet wells with the adjusted stipulation and to approve the price up to \$10,000.00. Mr. Gembusia made the motion to ratify the retaining of Kline's Environmental and to approve a price for completion of the work as agreed upon up to a price of \$10,000.00. Ms. Hewitt seconded the motion. The motion carried 4-0.**

Ms. Hall submitted a revised MMO worksheet to the Board for the Principal Financial, Tier I Pension for 2022. Ms. Hall stated that a representative from the R. J. Hall Company reached out to staff with the revised worksheet and provided that the revision was due to the receipt of the latest actuarial valuation which showed a more positive performance of the plan. Ms. Hall added that the Board could choose to remain with the original MMO presented in September, or to accept the revised numbers. It was the consensus of the Board to make no revision to the MMO for 2022.

**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 reported that the Land O' Lakes agreement was finalized and sent to Land O Lakes for review and he has had no response. He further provided that the Sewer Tapping Fee adjustment would be paid.

Mr. Wakefield reported that Mr. Pykosh, Solicitor for Monroe Township, reached out to discuss the sewer capacity concerns related to the proposed development at Allenberry Resort. There are several avenues to address this issue which Mr. Wakefield explained, and the Monroe Board of Supervisors will be discussing the matter at their next meeting. That meeting will be held Tuesday, November 9, 2021. Further discussions tabled for executive session.

**Capital Projects Committee** – Mr. Brown reported that he spoke with Ms. Hall prior to this meeting and they would like to set a committee meeting for December between the 1<sup>st</sup> and the 6<sup>th</sup> in advance of the 2022 Budget.

**Tapping Fee Committee** – The committee will begin evaluating a re-rate of fees in January.


**HR Committee** – A meeting will be held on November 24<sup>th</sup> with R. J. Hall Company to discuss other options for Tier II employees.

**New Business** – Ms. Hall asked the Board, for purposes of finalizing the 2022 Budget, for a consensus of a percentage to be placed in said budget. The Board provided that a higher percentage be placed in the budget for current staff to remain competitive in lieu of current staffing issues, and that raises would be given based on individual performance evaluations and not across the board.

**Executive Session** - At 7:27 p.m. Chairman Brown stated that the Board would be moving into executive session to discuss potential litigation. At 8:14 p.m. Chairman Brown reconvened the regular meeting.

At 8:14 p.m. Mr. Gembusia made a motion to adjourn the meeting. The motion was seconded by Ms. Hewitt. The motion carried 4-0.

Respectfully submitted,



Secretary/Asst. Secretary