

South Middleton Township Municipal Authority –November 14, 2022
Regular Meeting

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

Staff Present: Josephine Hall, Manager, Robert Kissinger, Advisor,

SMTMA Professionals: Howard Butler, Engineer & Isaac Wakefield, Solicitor

Public/Visitors: None

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

The minutes from the meeting of October 10, 2022, were presented for approval. Mr. Aichele made a motion to accept the minutes as written. Ms. Abeln seconded the motion. The motion carried 5-0.

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

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

<u>Req. No.</u>	<u>Payee</u>	<u>Amount*</u>
613	Klick Lewis Chevrolet Buick	\$37,022.14

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>
511	GHD, Inc.	\$34,921.22
512	Klick Lewis Chevrolet Buick	\$37,022.13
513	Comm of PA/DEP	\$ 500.00

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

36	SMTMA Water Operations Acct	\$300,000.00
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* 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. Abeln made a motion to authorize payment of requisition No. 613 from the M & T Trust Company, 2013 Sewer Bond Redemption and Improvement Fund, requisition Nos. 511, 512 and 513 from the M & T Trust Company, 2013 Water Bond Redemption and Improvement Fund, and requisition No. 36 from the M & T Trust Company, 2013 Water Clearing Fund. Mr. Aichele seconded the motion. The Motion carried 5-0.

Public Input - None

SMT Update/Issues - None

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.

Monthly Budget Review — The monthly budget report is part of the meeting packet as permanent record.

At 6:12 p.m. Chairman Brown made a motion to move into executive session to discuss collection protocol and potential litigation. At 6:31 p.m. Chairman Brown resumed the meeting and stated that the liens would be updated on the two properties presented and wait on further action.

GMS Resolution 11-14-2022-01 – Ms. Hall presented Resolution No. 11-14-2022-01 that states that South Middleton Township Municipal Authority supports the Storage Tank No. 6 construction project and authorizes the preparation and submission of the grant application whereby the Authority would serve as the applicant and grantee under the COVID 19 ARPA H2O PA GRANT PROGRAM, up to the amount of 2.75 million dollars administered by the Commonwealth Financing Authority to be used for advancement of the Storage Tank No. 6 Project. The Authority will provide the necessary matching funds for the project. Under the resolution the Authority also designates Chairman Brown and Ms. Hall as the manager to execute the documents during the process. The grant application is due December 21, 2022. **Mr. Gembusia made a motion to approve and execute Resolution 11-14-2022-01. Mr. Aichele seconded the motion. The motion carried 5-0.**

A rough draft of the budget numbers for 2023 were presented. Ms. Hall reported that a combined total surplus of 1.4 million dollars is expected for water and sewer. Due to this fact, Ms. Hall and Mr. Kissinger reported that a rate increase may not be necessary for 2023.

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).

I & I Lining Project Bid Review - Mr. Butler presented the bid results for the lining project. He reported that the apparent low bidder, Insight Pipe Contracting, LLC, presented a bid of \$195,821.00. He recommended awarding of the contract to Insight, subject to further review. **Mr. Aichele made a motion to award the bid to Insight Pipe Contracting, LLC, subject to review by the Engineer and Solicitor. Mr. Gembusia seconded the motion. The motion carried 5-0.**

Ridge Street Pumping Station Task Order- Mr. Butler reported that after various meetings with DEP and Authority staff, horizontal directional drill is still the best and most cost-effective option for crossing the Letort. He provided detailed requirements as to how this would be accomplished and presented an addendum for the additional design and permitting as Amendment No. 2 to Task Order No. 38, PS#2/Ridge Street. The amount of Amendment No. 2 was \$104,000.00. **Mr. Gembusia made a motion to approve Amendment No. 2 to Task Order No. 38, subject to review by Ms. Hall and Mr. Kissinger of the design and scope of the project. Mr. Manweiler seconded the motion. Motion carried 5-0.**

SOLICITOR'S REPORT - Mr. Wakefield reported that he is working on a few agreements since the Authority meeting last month. Specifically, he is working on the Agreement for the Allenberry Resort Community and reported that it is moving forward after productive meetings with Allenberry representatives. He added that everyone agrees with what is proposed, and their attorney reached out for status of the agreement. Mr. Wakefield expects to have the Agreement finalized by the end of the year.

SPECIAL COMMITTEE REPORTS -

Capital Projects Committee - Mr. Brown and Mr. Aichele will be scheduling a meeting for the first week of December.

Tapping Fee Adjustment Committee – Mr. Butler stated that numbers should be finalized in December for action to be taken in January 2023.

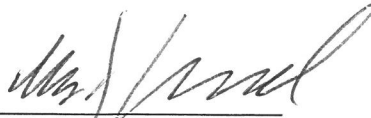
HR Committee - Both parties and counsel are still working on the Township's HR Manual – close to completion.

Transition Committee - The Management Agreement is close to being finalized.

New Business: Mr. Manweiler stated that the Township is going to be reviewing the Wellhead Protection zones to update the Wellhead Protection Plan. He asked the Board if they would like any involvement in that process.

At 7:26 p.m., Mr. Aichele made a motion to adjourn the meeting. Mr. Gembusia seconded the motion. The motion carried 5-0.

Respectfully submitted,



Secretary/Asst. Secretary