

**South Middleton Township Municipal Authority – September 12, 2022**  
**Regular Meeting**

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

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

**SMTMA Professionals:** Howard Butler, Engineer & Bryan Salzman, Solicitor

**Public/Visitors:** Cory Adams, SMT Manager  
Brian O'Neill, SMT Engineer  
Phil Garland, Lexington Land Developers

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

The minutes from the meeting of August 8, 2022, were presented for approval. **Mr. Gembusia made a motion to accept the minutes as written. Ms. Abeln 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 requisition was presented for payment from the **M & T Trust Company 2013 Water Bond Redemption Fund:**

<b><u>Req. No.</u></b>	<b><u>Payee</u></b>	<b><u>Amount*</u></b>
508	GHD, Inc.	\$34,411.33

\* 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. Aichele made a motion to authorize payment of requisition No. 508 from the M & T Trust Company, 2013 Water Bond Redemption and Improvement Fund. Ms. Abeln seconded the motion. The Motion carried 4-0.**

**Public Input** - Mr. Brown turned the floor over to Phil Garland who was present to discuss the dedication of phases II & III of Morgan's Crossing. Mr. Garland presented the original maintenance bond and deed of dedication for water and sewer to Ms. Hall. Ms. Hall had provided the documents to Mr. Wakefield for review and approval. **Mr. Gembusia made a motion to approve and accept Phases II & III of Morgan's Crossing, subject to the final review and approval of management and the Solicitor. Mr. Aichele seconded the motion. The motion carried 4-0.**

**SMT Update/Issues:** Mr. Adams deferred to Mr. O'Neill who reported that the township is getting numerous complaints about the temporary paving on the York Road Waterline Project. Ms. Hall reported that DOLI is planning on completing the final paving closer to the end of September. They are working through some pertinent issues regarding improper installation of gaskets on the waterline installed on Valley Street that had to be dug up and properly installed.

**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.

**2022/2023 Insurance Renewal** – Ms. Hall presented a recap of a recommendation that was made to the HR Committee and is outlined in her report. Ms. Hall presented the necessary documents for Board approval and signature as follows:

**Capital Blue Cross Group Application** – Mr. Gembusia made a motion to approve the recommendation to remain with Capital Blue Cross for the Plan Year 2022/2023 and authorized the appropriate signatures for execution. This Plan includes a vision

plan as the previous plan by National Vision Administrators is no longer offered. Mr. Aichele seconded the motion. The motion carried 4-0.

CBC Renewal Rates – Mr. Gembusia made a motion to approve the schedule of rates as outlined by Capital Blue Cross for the medical and vision premiums. Ms. Abeln seconded the motion. The motion carried 4-0.

BDS Compensation Disclosure – Mr. Gembusia made a motion to approve and execute the Compensation Disclosure form that outlines the commissions received by BDS, the Authority's insurance broker, and is a result of legislation that was implemented under the Transparency Act. Mr. Aichele seconded the motion. The motion carried 4-0.

MERP Resolution 09-12-2022-02 – Ms. Hall presented the MERP Resolution for the new plan year and stated that nothing has changed with the resolution, other than to amend and restate the current plan year. Mr. Kissinger suggested a possible reconsideration of the employee deductible portion for the new plan year, with the pending Management Agreement in motion. After a brief discussion, it was the consensus of the Board that the employee deductible should remain the same as the previous plan year. **Ms. Abeln made a motion to keep the employee portion of the deductible at \$500.00 and to approve and execute MERP Resolution 09-12-2022-02. Mr. Aichele seconded the motion. The motion carried 4-0.**

Flat Rate/Unmetered Customers – After a discussion at last month's Board meeting, Ms. Hall reported that Mr. Wakefield revisited the Flat Rate Resolution to strengthen the language regarding those residential customers who have a physical meter in place but no way to read them with the radio equipment. There are numerous properties that fall into this category. Under this resolution, those customers would be billed \$50.00 per quarter beginning with the third quarter of 2022. Commercial meters installed without MXU's will be read manually and do not fall under this resolution. **Mr. Aichele made a motion to approve and execute the Flat Rate Resolution No. 09-12-2022-01 as presented. Ms. Abeln seconded the motion. The motion carried 4-0.**

2023 MMO's – Ms. Hall presented the annual MMO's for the Tier I and Tier II pension plans as required by Act 205. **Mr. Gembusia made a motion to accept and approve the execution of the MMO's as presented. Ms. Abeln seconded the motion. The motion carried 4-0.**

Potential Middlesex Township Sewer Connection – Ms. Hall reiterated a request by Pennoni Engineers on behalf of their client at 1910 W Trindle Road, to connect to the Authority's sewer system. A basic outline was provided by Pennoni in the meeting packet with Ms. Hall's monthly report. After some discussion, it was the consensus of the Board that a consideration may be given to grant their request, however, more details would need to be required such as written affirmation from Middlesex Township, an escrow check in the amount of \$10,000, that Pennoni provide an alternate option to flow to Middlesex and provide a pretreatment plan.

Updated Control Systems 21 SCADA Estimate – Ms. Hall reported that Control Systems 21 underestimated the costs that would be incurred on the upgrade. **Ms. Hall presented the proposal from Control Systems 21 for consideration and added that there are many fees associated with doubling the licensing and the work is labor intensive. Mr. Gembusia made a motion to approve the updated proposal in the amount of \$54,300.00. Ms. Abeln seconded the motion. The motion carried 4-0.**

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

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).

York Rd/S Spring Garden Street – Change Order No. 1 was presented for approval and execution. This change order was for time extension only and moves the substantial completion date to September 16, 2022, and final completion to October 14, 2022. **Mr. Gembusia made a motion to approve and execute Change Order No. 1. Ms. Abeln seconded the motion. The motion carried 4-0.**

**New Task Order Stonehedge Metering Station** – Mr. Butler presented the task order for approval. Mr. Butler provided the details in his report, which included an upgrade to the flume and replacement of aging electronics. **Mr. Gembusia made a motion to Approve Task Order No. 40 in the amount of \$29,500. Mr. Aichele seconded the motion. The motion carried 4-0.**

**SOLICITOR'S REPORT** - The Laurel Forge Developer's Agreement was presented for approval and execution. A minor amendment is needed due to an incorrect reference to an exhibit on page 5 of the document. **Ms. Abeln made a motion to approve and execute the Laurel Forge Developer's Agreement subject to the minor amendment on page 5. Mr. Aichele seconded the motion. The motion carried 4-0.**

**SPECIAL COMMITTEE REPORTS**

**Capital Projects Committee** - Mr. Brown suggested that Ms. Hall will set up a meeting for the last week in September or the first week of October to prepare for the 2023 budget.

**Tapping Fee Adjustment Committee** – It was the consensus of the Board that Mr. Butler review and update the current tapping fees.

**HR Committee** - No Update

**Transition Committee** - Comments on the Management Agreement were provided by Special Counsel, Bruce Grossman. Mr. Brown would like to schedule a meeting to go over all details of the transition of staff and policies with Mr. Grossman and necessary Township Staff sometime late September/early October. Mr. Brown distributed a packet of information relative to the Management Agreement to each Board member. Ms. Hall will send a packet via email to Mr. Adams and Mr. Manweiler.

**New Business:** Nothing to report.

At 7:29 p.m., Mr. Gembusia made a motion to adjourn the meeting. Mr. Aichele seconded the motion. The motion carried 4-0.

Respectfully submitted,

  
Secretary/Asst. Secretary