

MINUTES

SUSQUEHANNA TOWNSHIP AUTHORITY

REGULAR MEETING

December 3, 2019

Chairman, Anthony Salomone called to order the Regular Meeting of the Susquehanna Township Authority on Tuesday, December 3, 2019 at 7:01 PM at the Municipal Building, 1900 Linglestown Road, Harrisburg, Pennsylvania 17110.

AUTHORITY MEMBERS PRESENT

Anthony Salomone
Sean Sanderson
Yves Pollart
Frank Lynch
Steven Napper
Thomas Ward

AUTHORITY PERSONNEL PRESENT

Dave Kratzer, Township Manager
Jill Lovett, Director of Finance
Stan Laskowski, Caldwell & Kearns
Joel Kostelac, GHD

OTHERS IN ATTENDANCE

Josiah Bair, GHD
Adrienne Vicari, HRG
Ben Ried, Eckert Seamans

APPROVAL OF MINUTES

Regular Meetings of November 12, 2019

Motion by Mr. Ward, Second by Mr. Napper to approve the minutes of the Regular Meeting of November 12, 2019. The Motion was approved unanimously.

CITIZENS COMMENTS

None

TREASURER'S REPORT

Motion by Mr. Sanderson, Second by Mr. Ward to approve the Treasurer's Report for the month of November 2019. The Report was approved unanimously.

EXECUTIVE SESSION

Mr. Salomone excused the board for an executive session at 7:04 p.m. for a potential property issue. Executive session ended at 7:26 p.m.

PROPOSED STORMWATER MGMT. FEE

Ms. Adrienne Vicari updated the Board on the structure of the proposed stormwater utility fee. Ms. Vicari discussed the two proposed fee structure options. The Board felt an administrative fee should be the same across all tiers of the fee structure. The Board also agreed to have a Tier 1 through Tier 5 structure. Ms. Vicari will revise the proposed fee structure consistent with the provided direction and provide to Mr. Laskowski and Mr. Ried for incorporation into a rate resolution. Mr. Ried discussed the proposed Resolution for Acceptance of Stormwater facilities from the Township to the Authority. Mr. Ward motioned to approve Resolution 2019-07 for Acceptance of Stormwater system from the Township to the Authority; Mr. Sanderson seconded. The motion was approved unanimously. It is anticipated the Township will adopt a similar Resolution for the transfer of assets at their next meeting. Mr. Lynch motioned to accept the Stormwater Management Agreement as submitted; Mr. Sanderson seconded. The motion was approved unanimously. Further discussion will occur at future meetings on the continued process of Stormwater fee implementation.

UNFINISHED BUSINESS

None

REPORTS OF COMMITTEES

Planning & Construction

No Report

Budget & Finance

Mr. Kratzer mentioned staff received the Capital Region Water rates for 2020. It has increased 1.8%; from \$4.39 to \$4.47 per thousand gallons of usage. Staff is still waiting to hear the outcome of the reconciliation of CRW's capital projects data and when communicated to the staff, it will be conveyed to the Board. Staff will be scheduling a Budget & Finance Committee meeting in December.

Personnel & Insurance

Mr. Kratzer reported recruitment process for a MS4 coordinator for Stormwater has begun. This position will ensure compliance with permits and implementation of the PRP.

<u>Pension</u>	No Report
<u>Rates & Regulations</u>	No Report
<u>Liaison to Board of Commissioners</u>	No Report
<u>Liaison to Planning Commission</u>	No Report

REPORTS OF AUTHORITY STAFF

Manager

Written report submitted for the month of November 2019. Ms. Lovett reported the audit for 2018/2019 is in the final stages. Brown Schultz Sheridan Fritz will be at the next meeting to present the audit to the Board.

Mr. Kratzer brought to the Board a request from a commercial property owner requesting a credit on the sanitary sewer bill. Mr. Reed Patton, owner of Twin Ponds, provided data that public water was used to cool down the exterior condensers and noted that this excess water usage was discharged into the stormwater system and not the sewer system. Upon this basis, Mr. Patton is requesting a credit. The request was reviewed by the Board. Mr. Pollart motioned to deny this request for a credit as a result of not having confirmed data from a deduct meter to accurately measure the amount of water usage not entering the sanitary sewer system; Mr. Lynch seconded. The motion was approved unanimously.

Solicitor

No Report.

Engineer

Written report submitted for the month of November 2019; copy attached.

Spring Creek Drainage Basin – SE Extension – Mr. Kostelac prepared the H2O grant application on behalf of the Authority for the Southeast Sanitary Sewer Extension Project requesting \$1,770,000.00. Mr. Ward motioned to approve Resolution 2019-08 for the H2O grant application; Mr. Pollart seconded. The motion was approved with Mr. Sanderson recusing himself.

Paxton Creek Drainage Basin – I/I Reduction –

The Board requested GHD to review comparison data of flow meter purchases or leasing options at last month's meeting. Mr. Bair reported to the Board there would be no cost savings in leasing the equipment and would recommend the purchase of 6 flow meters to replace aging equipment in the amount of \$31,553.30. Mr. Sanderson motioned to accept and approve the quote of \$31,553.30; Mr. Ward seconded. The motion was approved unanimously.

Public Works Director

Written report submitted for the month of November 2019; copy attached. Mr. Spriggs commented the camera truck is currently in the shop.

CORRESPONDENCE

None

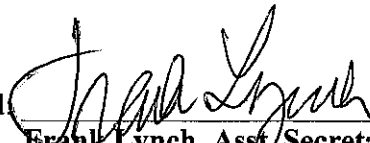
NEW BUSINESS

None

ADJOURNMENT

Mr. Ward made a motion to adjourn the meeting at 8:50 P.M. Mr. Sanderson seconded the motion. The Motion was approved unanimously.

Signed



Frank Lynch, Asst. Secretary