

MINUTES

SUSQUEHANNA TOWNSHIP AUTHORITY

REGULAR MEETING

May 5, 2020

Chairman, Anthony Salomone called to order the Regular Meeting of the Susquehanna Township Authority on Tuesday, May 5, 2020 at 7:00 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

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

OTHERS IN ATTENDANCE

None

APPROVAL OF MINUTES

Regular Meetings of March 3, 2020

Motion by Mr. Lynch, Second by Mr. Sanderson to approve the minutes of the Regular Meeting of March 3, 2020. The Motion was approved unanimously.

CITIZENS COMMENTS

None

TREASURER'S REPORT

Motion by Mr. Sanderson, Second by Mr. Napper to approve the Treasurer's Report for the months of March & April 2020. The Report was approved unanimously.

PROPOSED STORMWATER MGMT. FEE

Mr. Kratzer presented Resolution No. 2020-07 changing the effective date of the Stormwater fee from February 1, 2020 to May 1, 2020. The first bill will be issued to residential customers on or after July 31, 2020 for service provided

during the months of May, June, and July. Mr. Pollart motioned to accept the Resolution No. 2020-07; Mr. Napper seconded. The Motion was approved unanimously.

UNFINISHED BUSINESS

None

REPORTS OF COMMITTEES

<u>Planning & Construction</u>	No Report
<u>Budget & Finance</u>	No Report
<u>Personnel & Insurance</u>	No Report
<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

<u>Manager</u>	Written report submitted for the months of March & April 2020. Ms. Lovett reported the 5-month audit ending December 31, 2019, has been completed and presentation of the audit by Brown, Schultz, Sheridan & Fritz will occur at the next meeting. Ms. Lovett also updated the Board on the status of implementation for the stormwater fee. Mr. Pollart asked if there has been any increase in delinquency since COVID-19. Ms. Lovett referred to the Aging Report and at this time, there has not been an increase.
<u>Solicitor</u>	Mr. Laskowski presented to the Board the proposed Shut Off Agreement between Capital Region Water (CRW) and the Authority, which was prepared by CRW legal counsel. The agreement is in accordance with the Water Services Act and the Utility Service Tenants Rights Act. This agreement has been prepared to formalize the current practices between CRW and the individual municipalities that are served by CRW where a request to terminate water service is made as a result of a sanitary sewer payment delinquency. Mr. Sanderson motioned to approve the Shut Off

Agreement between Capital Region Water and the Authority. Mr. Pollart seconded. Discussions that followed the motion led the Board to agree to withdraw the motions. Mr. Sanderson motioned to withdraw the prior motion and table the matter pending further review. Second by Mr. Pollart. The motion to withdraw and table was approved unanimously.

Engineer

Written report submitted for the months of March & April 2020; copy attached.

Spring Creek Drainage Basin – SE Extension - Mr. Kostelac updated the Board on the status of acquiring the 45 required easements for the Southeast Sanitary Sewer Extension. Mr. Pollart asked about the potential prudence in releasing the bid on this project now due to favorable market conditions. Mr. Kostelac discussed the readiness to do such and the associated timeline if the project goes out to bid. Mr. Sanderson motioned, Second by Mr. Pollart to authorize GHD to release a bid for the Southeast Sanitary Sewer Project. The Motion was approved unanimously.

Developments – Susquehanna Union Green – Mr. Kostelac reported the developer is requesting the Board to permit a construction specification modification to allow the use of suitable soil back fill in paved areas. The Township Engineer has reviewed the request and has recommended approval to the Board of Commissioners. The Board of Commissioners granted the requested modification at their last meeting. Mr. Kostelac is also recommending approval of this modification. Mr. Lynch motioned to approve the modification to permit the use of suitable soil backfill within paved areas consistent with the PennDOT construction specification with the Susquehanna Union Green development. Mr. Sanderson seconded. The Motion was approved unanimously.

External Maintenance & Emergency Repairs to the Wastewater Collection System – Mr. Kostelac stated the responses to the Authority's maintenance contract bid have been reviewed by GHD and Rogele, Inc. was

the lowest responsive and responsible bidder. As such, GHD is recommending the bid be awarded to Rogele, Inc. Mr. Sanderson motioned to award the bid for the maintenance contract to Rogele, Inc. Mr. Napper seconded. The Motion was approved unanimously.

Public Works Director

Written report submitted for the months of March & April 2020; copy attached.

Ms. Lovett stated the deductive meters listing is attached and will be discussed at the next meeting.

CORRESPONDENCE

None

NEW BUSINESS

None

ADJOURNMENT

Mr. Sanderson made a motion to adjourn the meeting at 7:58 P.M. Mr. Napper seconded the motion. The Motion was approved unanimously.

Signed: _____


Yves Pollart P.E., Secretary