

MINUTES

SUSQUEHANNA TOWNSHIP AUTHORITY

REGULAR MEETING

November 12, 2019

Chairman, Anthony Salomone called to order the Regular Meeting of the Susquehanna Township Authority on Tuesday, November 12, 2019 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
Garry Brinton
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

None

APPROVAL OF MINUTES

Regular Meetings of October 1, 2019

Motion by Mr. Ward, Second by Mr. Napper to approve the minutes of the Regular Meeting of October 1, 2019. The Motion was approved unanimously.

CITIZENS COMMENTS

None

TREASURER'S REPORT

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

PROPOSED STORMWATER MGMT. FEE

Mr. Kratzer updated the Board regarding the recent Budget and Finance Committee meeting concerning the proposed stormwater management fee. There are a series of

anticipated actions related to the transfer of the stormwater assets and establishment of rates at the next meeting in December. Anticipate that the initial invoice will be sent to rate payers on April 30, 2020 but there are several items to be addressed prior to the first quarter of 2020 timeline. Further discussion will occur at future meetings.

UNFINISHED BUSINESS

None

REPORTS OF COMMITTEES

Planning & Construction

No Report

Budget & Finance

Mr. Brinton mentioned the Fiscal Year change request will be addressed and discussed in the Reports of Authority Staff.

Personnel & Insurance

Mr. Kratzer reported the former Authority maintenance staff labor agreement terms at the end of 2019 and discussions have begun to negotiate a successor agreement.

Pension

No Report

Rates & Regulations

No Report

Liaison to Board of Commissioners

No Report

Liaison to Planning Commission

No Report

REPORTS OF AUTHORITY STAFF

Manager

Written report submitted for the month of October 2019. Ms. Lovett provided the quote from Logics, the utility billing software provider, to restructure the billing software system to include Stormwater billing. The quote is for \$9,360.00 and is recommended for approval. Mr. Lynch motioned to accept and approve the payment of \$9,360.00 to Logics; Mr. Pollart seconded. The motion was approved unanimously.

Ms. Lovett also provided a quote from Logics, the utility billing software provider, to convert the fiscal year to a calendar year. The quote is for \$2,500.00

and is recommended by staff for approval. Mr. Ward motioned to accept and approve the payment of \$2,500.00 to Logics; Mr. Sanderson seconded. The motion was approved unanimously.

Ms. Lovett mentioned there will be a Budget and Finance Committee meeting scheduled in the next month to discuss rate setting based on the CRW wholesale rates once they are communicated to the Authority.

Solicitor

Mr. Laskowski provided the Board with the 2019-06 Resolution memorializing the change from a fiscal year basis to a calendar year. Mr. Ward motioned to approve the Resolution 2019-06 dealing with the adoption of a revised fiscal year. Mr. Sanderson seconded. The motion was approved unanimously.

Engineer

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

Front Street Drainage Basin – Uptown Project –

Mr. Kostelac submitted Application for Payment No. 11 and is inclusive of all Change Orders 13 through 17. The Authority's share is \$403,142.31 and is recommended for payment. This would be the last payment required from the Authority on this project. Mr. Lynch motioned to approve Application for Payment No. 11 which includes all change order for a total of \$403,142.31; Mr. Sanderson seconded. The Motion was approved unanimously.

Paxton Creek Drainage Basin – I/I Reduction – Mr.

Kostelac presented a purchase memo to buy 6 flow meters to replace aging equipment in the amount of \$31,553.30. Mr. Pollart suggested leasing the equipment over purchasing to have the ability to upgrade technology through leasing. Mr. Pollart would like Mr. Kostelac to bring lease information to the next meeting for comparison. No motions were made on this.

Paxton Creek Drainage Basin – Mini Basin 32D/E

– Mr. Kostelac reported Doli has submitted the final Application for Payment No. 5 which includes the final adjusting Change Order in the amount of

\$1,127,601.86. It is recommended for payment. Mr. Sanderson motioned to approve the final Application for Payment No. 5 which includes the final adjusting Change Order for a total of \$1,127,601.86; Mr. Ward seconded. The Motion was approved unanimously.

External Maintenance & Emergency Repairs – Mr. Kostelac stated there are payments for approval from Rogele, Inc. for paving restoration under the emergency repair contract for 4716 Galen Road, Meadowlark Way and 1400 Wandering Way. These are in the amount of \$37,101.99. Mr. Lynch motioned to approve the payment to Rogele for \$37,101.99 for that work; Mr. Sanderson seconded. The Motion was approved unanimously.

Public Works Director

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

CORRESPONDENCE

None

NEW BUSINESS

None

ADJOURNMENT

Mr. Sanderson made a motion to adjourn the meeting at 8:04 P.M. Mr. Ward seconded the motion. The Motion was approved unanimously.

Signed: 
Yves Pollart, Secretary