

MINUTES

SUSQUEHANNA TOWNSHIP AUTHORITY

REGULAR MEETING

October 1, 2019

Chairman, Anthony Salomone called to order the Regular Meeting of the Susquehanna Township Authority on Tuesday, October 1, 2019 at 7:03 PM at the Municipal Building, 1900 Linglestown Road, Harrisburg, Pennsylvania 17110.

AUTHORITY MEMBERS PRESENT

Anthony Salomone
Sean Sanderson
Yves Pollart
Steve Napper
Thomas Ward

AUTHORITY PERSONNEL PRESENT

Jill Lovett, Director of Finance
Stan Laskowski, Caldwell & Kearns
Mark Zhou, GHD

OTHERS IN ATTENDANCE

Anthony Botek, 886 Dairy Court
Kevin Fox, HRG
Brian Marchuck, Brown, Schultz, Sheridan & Fritz

APPROVAL OF MINUTES

Regular Meetings of September 10, 2019

Motion by Mr. Ward, Second by Mr. Napper to approve the minutes of the Regular Meetings of September 10, 2019. The Motion was approved unanimously.

CITIZENS COMMENTS

Anthony Botek, 886 Dairy Court, - Mr.
Botek has 4 properties within the Township of which 2 properties will require connection to the Southeast Sanitary Sewer Extension Project. The first property (Parcel # 62-043-027) at 804 S. Progress Avenue will have to be served by a grinder pump/low pressure connection. The adjacent vacant lot (Parcel # 62-043-026) will also need to be served by grinder pump once the lot is developed. The Board authorized GHD at the last meeting to evaluate the possibility of designing Mr. Botek's connections via gravity, which would

eliminate the need for grinder pumps and to provide a cost to do so. Mr. Zhou, GHD, provided a memo summary of the evaluation completed for Mr. Botek's properties. The evaluation found that it is not feasible for these 2 properties to be served by gravity due to the elevation of the surface and therefore, GHD recommends 1 grinder pump to service the first property and add connection to the main with a cap for future connection on the second property. The grinder pumps is currently in the design, there would be minimal cost for the capped connection to the main. For Mr. Botek's third property (Parcel #62-043-033), which is a vacant lot that will be developed in the future, GHD is recommending to install a gravity sewer lateral that will be capped for future connection. Mr. Botek's fourth property (Parcel # 62-043-056) at 1101 S. Progress Avenue is not proposed to be served by the Southeast Sanitary Sewer Extension Project as designed; however, the property is in the required distance to connect. Mr. Kostelac proposed under the Southeast Sewer Extension Project to install a dual grinder pump system for this property to serve the 6 unit apartment building which would add \$24,000 to the cost of the project. Mr. Botek inquired about connection costs he would incur in which Mr. Kostelac informed him of the \$3,000 per EDU tapping fee and cost of connecting the building to the grinder systems. Mr. Kostelac stated the cost information and any low-interest loan information is on the website.

TREASURER'S REPORT

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

PROPOSED STORMWATER MGMT. FEE

Mr. Fox, HRG, presented an update on the proposed Stormwater Utility Fee. The Township is looking for the support of the Authority to levy a stormwater fee to implement the construction projects contained in the PRP, support the maintenance and repair of existing aging stormwater infrastructure, and improve the level of service provided through the stormwater system. The fee would be proposed to be included on the quarterly sanitary sewer invoices. Mr. Fox provided a presentation that included a stormwater budget that was developed collaboratively between Township staff and HRG. Mr. Fox suggested the budget be approved by the end of the year as long as the legal aspects of the fee implementation are addressed. Credits and the management of a credit program were discussed briefly as well as exemptions. It was requested that discussion regarding credits and exemptions be discussed by the Budget & Finance Committee. The first public meeting was held at the Progress Fire Hall on September 25, 2019 from 6:30 p.m. to 8:00 p.m. Further discussion will occur at future meetings.

UNFINISHED BUSINESS

Ms. Lovett updated the Board on the discussions held with the Budget & Finance Committee with regard to aligning the Fiscal Year of the Authority to a calendar year similar to the Township. The challenges of budgeting and rate setting posed issues on providing a complete budget at the beginning of the current fiscal year beginning on August 1st. With the proposed Stormwater Fee, changing the fiscal year to a calendar year of January 1st to a December 31st would be advantageous for comparability and reporting. In order to change the fiscal year, this would require an audit from August 1, 2019 to December 31, 2019. Mr. Marchuck presented the Brown, Schultz, Sheridan & Fritz proposal for the 5 month audit not to exceed the amount of \$14,850.00. Mr. Sanderson motioned to accept the financial proposal from Brown, Schultz, Sheridan & Fritz in the amount not to exceed \$14,850.00 for an additional audit to

change the fiscal year (August 1st through July 31st) to calendar year (January 1st through December 31st). Mr. Pollart seconded and the motion was approved unanimously. Mr. Laskowski will prepare a resolution at the next meeting to change the fiscal year to the calendar year.

REPORTS OF COMMITTEES

Planning & Construction

No Report

Budget & Finance

Ms. Lovett will contact Mr. Brinton to set up a meeting for the committee to discuss the proposed Stormwater Utility Fee and the possibility of a credit policy and possibly any exemptions.

Personnel & Insurance

No Report

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 September 2019. Ms. Lovett commented on the collection information was not included in the packet but would be sent out once it is reviewed. Ms. Lovett also mentioned the fieldwork for the FY 2018/2019 audit will commence October 9, 2019.

Solicitor

Mr. Laskowski provided the Board with the final Penbrook Asylum Run Agreement. Mr. Sanderson motioned to approve the agreement to share costs with Penbrook Borough for the operations and maintenance of Asylum Run Interceptor. Mr. Pollart seconded. The motion was approved unanimously.

Engineer

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

Public Works Director

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

CORRESPONDENCE

None

NEW BUSINESS

None

ADJOURNMENT

Mr. Sanderson made a motion to adjourn the meeting at 8:20 P.M. Mr. Napper seconded the motion. The Motion was approved unanimously.

Signed:


Yves Pollart, Secretary