

MINUTES

SUSQUEHANNA TOWNSHIP AUTHORITY

REGULAR MEETING

January 8, 2019

Chairman Anthony Salomone called to order the Regular Meeting of the Susquehanna Township Authority on Tuesday, January 8, 2019 at 7:03 PM at the Municipal Building, 1900 Linglestown Road, Harrisburg, Pennsylvania 17110.

AUTHORITY MEMBERS PRESENT

Anthony Salomone
Frank Lynch
Garry Brinton
Thomas Ward
Steve Napper

AUTHORITY PERSONNEL PRESENT

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

OTHERS IN ATTENDANCE

Brian Marchuck, BSSF
Jim Koontz, BSSF
Doug Husted, Public Works Dept.
Derrick Mease, Public Works Dept.

APPROVAL OF MINUTES

Regular Meeting of December 4, 2018

Motion by Mr. Napper, Second by Mr. Ward to approve the minutes of the Regular Meeting of December 4, 2018. The Motion was approved unanimously.

CITIZENS COMMENTS

None

REVIEW OF 2017/2018 AUDIT

Brian Marchuck of Brown, Schultz, Sheridan & Fritz presented the Authority's 2017/2018 Audit. The Independent Auditors' Report reflected an unmodified or clean opinion. The financial statements are fairly presented in accordance with U.S. Generally Accepted Accounting Principles. There was discussion on the outstanding tapping fee balances of 2 customers served by the Fort Hunter Sanitary Sewer Extension. Staff was instructed to take action on these two accounts to attempt to

resolve. Mr. Ward motioned to accept the Authority's 2017/2018 Audit report as presented in both written and verbal form by Brown, Schultz, Sheridan & Fritz. Mr. Napper seconded; it was approved unanimously.

TREASURER'S REPORT

Motion to approve the report by Mr. Lynch, Second by Mr. Ward to approve the Treasurer's Report for the month of December 2018. The Report was approved unanimously.

UNFINISHED BUSINESS

Solicitor Laskowski provided a brief update on the ongoing work relating to implementation of a model for developer reimbursement/contributions towards the costs associated with the Authority's ongoing I/I removal/reduction work. Additional information will be forthcoming. No action was taken.

REPORTS OF COMMITTEES

Planning & Construction

No Report

Budget & Finance

Mr. Kratzer reported on the Joint Budget & Finance and Rates & Regulations Committees meeting held on January 3, 2019. The purpose was to review the recommendations relative to 2019 sewer rates. The recommendation from the committees is to keep rates flat for 2019 for the second consecutive year. Formal action will be sought under the Solicitor's report.

Personnel & Insurance

No Report

Pension

No Report

Rates & Regulations

See Budget & Finance section above for most recent activity.

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 December 2018. Mr. Kratzer noted staff is meeting with CRW to better understand their reconciliation process in reference to their payment back to the Authority of \$1,068,234.00. Staff will have more information on the wholesale wastewater costs and CRW's internal processes.

Solicitor

Mr. Laskowski provided the 2019 Rate Resolution with the rates remaining at \$123 per quarter for residential users and \$130 per quarter for the first 16,000 gallons and \$8.13 per 1,000 gallons thereafter for commercial users effective February 1, 2019. Mr. Brinton made the motion to adopt the 2019 Rate Resolution as provided by the Solicitor. Mr. Lynch seconded the motion. The Motion was approved unanimously.

Mr. Laskowski reviewed two agreements, Operation and Maintenance of Access Road Agreement, which is Phase I of project, and Operation and Maintenance Agreement (Storm Water Management). Mr. Laskowski provided the bid tabulation results for the project. Penbrook awarded the bid to John Claar Excavating. The Authority would be responsible for 50% of the total bid cost of \$396,120. Mr. Laskowski did add to the agreement the Authority would have the ability to review and approve any change orders for the project. Mr. Kratzer further described the various phases of the project. Phase I is the access road to the interceptor, Phase II is to camera and assess the condition of the interceptor, and Phase III is replacement and/or rehabilitation of the interceptor. Mr. Brinton made a motion to approve the Operation and Maintenance of Access Road Agreement as amended and presented to the Board. Mr. Napper seconded the motion. The Motion was approved 4-0. Mr. Lynch was not present in voting.

Mr. Brinton motioned to approve the Operation and Maintenance Agreement (Storm Water Management) as amended and presented to the Board. Mr. Ward seconded the motion. The Motion was approved 4-0. Mr. Lynch was not present in voting.

Lastly, Mr. Laskowski noted that the PADEP approved 444 connections for the Paxton Creek Basin and 6 connections for the Asylum Run Basin for 2019. Mr. Laskowski suggested the allocation restriction be

revised to provide staff the flexibility to sell capacity if available. Any supplemental allocations would need to be requested from PADEP subject to Authority Board approval. However, such changes will necessitate changes to the Authority's Rates and Regulations. Motion made by Mr. Brinton, Second by Mr. Napper to allocate a portion of the 2019 awarded connection as follows: 82 residential and 32 commercial within the Paxton Creek Basin and 6 residential within the Asylum Run Basin. The Motion was approved unanimously.

Engineer

Written report submitted for the month of December 2018; copy attached. Mr. Kostelac noted that Susquehanna Union Green planning module will likely be presented to the Board in February. The anticipation of connection request will be 362 connections.

Public Works Director

Written report submitted for the month of December 2018; copy attached.

CORRESPONDENCE

None

NEW BUSINESS

None

ADJOURNMENT

Mr. Ward made a motion to adjourn the meeting at 8:49 p.m. Mr. Napper seconded the motion. The Motion was approved unanimously.

Signed:


Yves Pollart, Secretary