

## MINUTES

### SUSQUEHANNA TOWNSHIP AUTHORITY

### REGULAR MEETING

September 13, 2022

Vice-Chairman Sean Sanderson called to order the Regular Meeting of the Susquehanna Township Authority on Tuesday, September 13, 2022, at 7:01 PM at the Susquehanna Township Municipal Building, 1900 Linglestown Road, Harrisburg, PA.

### AUTHORITY MEMBERS PRESENT

Sean Sanderson  
Frank Lynch  
Yves Pollart  
Garry Brinton  
Steve Napper

### AUTHORITY PERSONNEL PRESENT

David Pribulka, Township Manager  
Jill Lovett, Finance Director  
Alycia Knoll, Finance/HR Manager  
Stan Laskowski, Caldwell & Kearns  
Josiah Bair, GHD  
Elizabeth Logan, Assistant Township Manager  
Madison Smith, Stormwater Coordinator  
Nathan Bragunier, Public Works Director

### OTHERS IN ATTENDANCE

Brian Marchuck, Brown Schultz Sheridan & Fritz  
Scott Henry, Brown Schultz Sheridan & Fritz  
Jack Hildebrand, HRG Engineering  
Benjamin & Caroline Webber, 3485 N 3<sup>rd</sup> Street  
Robert & Uraian Pramik, 1116 Countryside Drive  
David Trexler, 108 Sarkuni Avenue

### EXECUTIVE SESSION

Mr. Sanderson excused the board for an Executive Session at 7:02 PM for legal and litigation issues. Executive session ended at 7:59 PM.

### APPROVAL OF MINUTES

Regular Meeting of August 2, 2022

Motion to approve the minutes from the Regular Meeting of August 2, 2022 by Mr. Napper; Second by Mr. Pollart. The Motion was approved unanimously.

### CITIZENS COMMENTS

None

### **TREASURER'S REPORT**

Motion by Mr. Brinton; Second by Mr. Lynch to approve the Treasurer's Report for the month of August 2022. The Report was approved unanimously.

### **UNFINISHED BUSINESS**

#### **Robert Pramik - 1116 Countryside Drive**

Mr. Pramik addressed the Board about his flooded bathroom and sewer damage at the September 13, 2022, meeting. Mr. Sanderson stated that the Authority Regulations do not allow for the Authority to offer financial assistance. Mr. Sanderson suggested that Mr. Pramik bring his concerns and request to a Township Board of Commissioners meeting for consideration as the inspector for the lateral was a Township employee.

#### **Benjamin Webber - 3485 N. 3<sup>rd</sup> Street**

Mr. Webber reported to the Board that his plumber, Ben Franklin Plumbing had sent the breakdown of his sewer lateral work to show cost from home to curb, and curb to main. Mr. Sanderson stated that the Authority Regulations state the entire lateral (both building and sewer) is the homeowner's responsibility. The original failure occurred in the building lateral in the yard even though the contracted plumber replaced orangeburg pipe approximately 12 feet into the street. The current regulations do not allow for the Authority to give assistance with these costs.

### **PRESENTATION OF 2021 AUDIT**

Mr. Scott Henry of Brown Schultz Sheridan & Fritz presented the 2021 audit with a clean opinion. Mr. Henry stated the Authority has a 2018 General Obligation bond issue, a 2019 General Obligation bond issue, and a 2021 General Obligation note issue. The Authority holds \$5,400,000 in cash. Mr. Brian Marchuck of Brown Schultz Sheridan & Fritz stated there were no discrepancies with the audit and the Authority has a healthy fund balance.

## **REPORTS OF COMMITTEES**

### **Planning & Construction**

No Report

### **Budget & Finance**

Mr. Brinton asked when the budget meetings would be scheduled. Ms. Lovett stated there would be 2 operating budget meetings scheduled in November.

### **Personnel & Insurance**

Ms. Lovett reported that Ms. Grace Hogue would be starting on September 16, 2022 as the Customer Service Specialist who will serve as our front desk receptionist.

### **Pension**

Ms. Lovett stated the next pension meeting is scheduled for October 26, 2022

### **Rates & Regulations**

No Report

### **Liaison to Board of Commissioners**

No Report

### **Liaison to Planning Commission**

No Report

## **REPORTS OF AUTHORITY STAFF**

### **Manager/Director of Finance**

Written report submitted for the month of August 2022 attached.

Ms. Lovett presented the proposal for a Payment by Phone module from the Authority's current software provider. The Authority would be given a 1-800 number and the payment system would be totally automated. The fee to customers would mirror the current online bill payer system, 2.95% on transaction of \$85.00 or more, and \$2.50 for transaction below \$85.00. The one-time installation cost of the new module would be \$2,900.00. The annual hosting and maintenance fee would be \$2,400.00. Mr. Brinton motioned to approve the purchase of the Payment by Phone module for a one-time installation fee of \$2,900.00 and an annual maintenance and hosting fee of \$2,400.00. Mr. Pollart Seconded the Motion. The Motion was approved unanimously.

Stormwater written report submitted for the month of August 2022 attached.

Ms. Smith presented the Paxton Creek Watershed Sediment Reduction Plan Task Order 2022-01, IFB #6100055555. The total cost of the project is \$1,500,000.00. Susquehanna Township Authority is responsible for 27% of the project cost or \$405,000. The sediment reduction credit will be 446,429 pounds. This will almost close the Authority's sediment reduction credits. Mr. Brinton made a motion to approve Task Order 2022-01, Paxton Creek Watershed Sediment Reduction IFB #6100055555. Mr. Napper Seconded the Motion. The Motion was approved unanimously.

Mr. Pribulka presented Resolution No. 2022-06 for the conveyance of Deed of Dedication of Right of Way to Susquehanna Township for the Paxton Church Road Rehabilitation Project. The Resolution provides Susquehanna Township with permanent rights-of-way and temporary construction easements required for the Paxton Church Road Safety and Stabilization Project. Mr. Napper made a motion to approve Resolution No. 2022-06 for the conveyance of Deed of Dedication of Right of Way to Susquehanna Township for the Paxton Church Road Safety and Stabilization Project. Mr. Lynch Seconded the Motion. The Motion was approved unanimously.

Mr. Pribulka presented 2 temporary easements and 1 permanent easement with a temporary construction easement for the Paxton Church Road Safety and Stabilization Project. Mr. Pribulka presented as follows: Mr. Mark Slabonik, parcel 62-019-042, for consideration of \$500.00 for a temporary construction easement. Mr. and Mrs. Joseph Miller, parcel 62-019-043, for consideration of \$500.00 for a temporary construction easement. Mr. Ray Haskins, II, parcel 62-019-058, for settlement of \$812.00 for a permanent right-of-way and a temporary construction easement. Mr. Pollart questioned if the Authority would be responsible for the maintenance of the permanent right-of-way section on Mr. Haskins property. Mr. Pribulka stated that the Authority could be responsible for the maintenance but that homeowners generally continue to care for that section of the lawn as they always have.

Mr. Pollart made a motion to approve payment for the easements of Mr. Mark Slabonik, parcel 62-019-042, for consideration of \$500.00 for a temporary construction easement. Mr. and Mrs. Joseph Miller, parcel 62-019-043, for consideration of \$500.00 for a temporary construction easement. Mr. Ray Haskins, II, parcel 62-019-058, for settlement of \$812.00 for a permanent right-of-way and a temporary construction easement. Mr. Lynch Seconded the Motion. The Motion was approved unanimously.

Solicitor

Mr. Laskowski presented the settlement agreement for the Southeast Sanitary Sewer Extension project condemnation claim for Louise E. Fleck. Mr. Laskowski stated the Authority filed a Declaration of Taking to Dauphin County pursuant to the Eminent Domain Code with respect to a portion of the Fleck property located at New York Avenue and Philadelphia Avenue, Dauphin County. The settlement agrees to pay Fleck a total of \$13,800.00 for the Declaration of Taking to install sanitary sewer improvements. Mr. Pollart made a motion to approve the settlement payment of \$13,800.00. Mr. Napper Seconded the Motion. The Motion was approved unanimously.

Engineer

Written report submitted for the month August 2022 copy attached.

**Paxton Creek – Mini Basin 32A/Fox Run Trunk –**

Mr. Bair stated the property consent letters with FAQ sheet are ready to be mailed to homeowners. The deadline for property owners to respond is November 30, 2022. Mr. Bair stated that GHD plans to reach out to Department of Environmental Protection and the Army Corps of Engineers to coordinate a meeting to discuss wetlands encroachment permitting and requirements for the Fox Run Interceptor and Force Main replacement.

**Asylum Run Drainage Basin – Mini Basin 23B/C –**

Mr. Bair stated the property consent letters with FAQ sheet are ready to be mailed to homeowners for this

project. The deadline for property owners to respond is November 30, 2022.

**Spring Creek Drainage Basin – SE Extension** – Mr. Bair stated that efforts to closeout this project with RIII are still on going. Driveway restoration at 3604 Beaucrest Street were originally included in the RIII contract, however the homeowner requested to use a contractor of their preference. GHD reviewed the original estimates provided last fall and found them consistent with the value of the work in the RIII contract. The work was completed by Arney Brothers in August and the homeowner paid the amount of \$14,033.50. GHD recommends the Authority approve the reimbursement of \$14,033.50 to Vicki Geesaman for driveway restoration at 3604 Beaucrest Street. These costs will be deducted from the retainage still being held from RIII. Mr. Pollart made a motion to approve the reimbursement of \$14,033.50 to Vicki Geesaman. Mr. Brinton Seconded the Motion. The Motion was approved unanimously.

**Authority Maintenance Contract** - Mr. Bair stated that last meeting GHD presented to the Board survey pricing for emergency pipe, inlet replacement, and associated work for 4020 Crooked Hill Road, Interstate Drive and Market Place, and Earle Street and Progress Avenue. Mr. Bair stated the survey has been completed and GHD has attached a proposal for the design and Highway Occupancy Permits (HOP) for these projects in the amount of \$32,530.00, which includes the previously approved survey cost of \$6,130.00. Mr. Brinton made a motion to approve the GHD proposal in the amount of \$32,530.00. Mr. Napper Seconded the Motion. The Motion was approved unanimously.

Public Works Director

Written report submitted for the month of August 2022, copies attached.

Mr. Bragunier stated that he has received a quote from Duke's for chemical root control services throughout the Township. This is a COSTARS vendor giving a quote at the COSTARS pricing. The costs are computed per linear foot, manhole to manhole, and include labor, materials, equipment, and mobilization.

The total cost for the entire Township, less the new Fox Run Mini Basin 23B/C and 32A, is \$187,590.00. Mr. Bragunier recommended the Board approve the quote from Duke's. Mr. Lynch made a Motion to approve the quote from Duke's in the amount of \$187,590.00. Mr. Napper Seconded the Motion. The Motion was approved unanimously.

Mr. Bragunier stated that the TV truck has new connectors from A & H, however, they are now looking at fixing the adaptors. Mr. Bragunier stated that Bortek has covered costs for repairs as previously discussed.

**CORRESPONDENCE**

None

**NEW BUSINESS**

None

**ADJOURNMENT**

Mr. Napper made a motion to adjourn the meeting at 9:10 P.M. Mr. Brinton seconded the Motion. The Motion was approved unanimously.

Signed:

  
Yves Pollart P.E., Secretary