

MINUTES

SUSQUEHANNA TOWNSHIP AUTHORITY

REGULAR MEETING

January 3, 2023

Chairman Anthony Salomone called to order the Regular Meeting of the Susquehanna Township Authority on Tuesday, January 3, 2023, at 7:28 PM at the Susquehanna Township Municipal Building, 1900 Linglestown Road, Harrisburg, PA.

AUTHORITY MEMBERS PRESENT

Anthony Salomone
Sean Sanderson
Frank Lynch
Tom Ward
Steve Napper
Garry Brinton

AUTHORITY PERSONNEL PRESENT

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

OTHERS IN ATTENDANCE

Brian Marchuck, Brown Schultz Sheridan & Fritz
Deandre Samuels, 3652 N. 3rd Street

APPROVAL OF MINUTES

Regular Meeting of December 6, 2022

Motion to approve the minutes from the Regular Meeting of December 6, 2022 by Mr. Ward; Second by Mr. Sanderson. The Motion was approved unanimously.

CITIZENS COMMENTS

None

TREASURER'S REPORT

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

UNFINISHED BUSINESS

DeAndre Samuels – 3652 N. 3rd Street - Mr. Samuels provided an estimate for the replacement of both his building lateral and service lateral in request of Authority consideration to replace. In a prior meeting, the Board requested Mr. Samuels have the estimate broken down into 2 segments; one for the building sewer to the curb and the other for the service lateral repair from curb to the main. Mr. Kostelac stated the collapse of the pipe was not far into the street. Mr. Kostelac stated the pipe was Orangeburg that turned to clay for a short distance before connecting to the main. Mr. Kostelac stated there are no rehab projects in Mr. Samuels' neighborhood planned for any time in the near future. Mr. Pribulka stated the difference between the replacement of the building lateral and the replacement of both the building lateral and service lateral is \$4,809.00. Mr. Samuels' questioned if he would be allowed to receive other estimates, as suggested, to potentially lower the replacement cost. The Board encouraged Mr. Samuels to do so and discussed the potential reimbursement for the service lateral replacement portion. Should Mr. Samuels receive a quote for a lower replacement cost of the service lateral, the Authority would reimburse the lower amount. Should Mr. Samuels receive a quote for a higher service lateral replacement, the Authority would only reimburse the \$4,809 difference from the current quote. Mr. Brinton made a motion to approve the Authority to pay an amount, not to exceed \$4,809, to replace the service lateral at 3652 N. 3rd Street. Mr. Napper seconded the Motion, and the Motion was approved unanimously.

Kathleen Miller - 3502 Centerfield Road - At the December 6, 2022 meeting, Ms. Miller had requested Board consideration for reimbursement of the replacement of the building sewer at 3502 Centerfield Road. Mr. Kostelac stated that Ms. Miller's address is in the 23B/C mini basin project that will commence soon. Mr. Kostelac stated that most likely Ms. Miller's address would have qualified to be replaced during this project. Since Ms. Miller had to replace her lateral in

July 2022, she is asking for consideration of reimbursement in some amount. Mr. Pribulka stated that this type of request is not addressed in the current Rates and Regulation policy because it involves planned mini-basin work. Mr. Pribulka stated that Ms. Miller provided her receipt of payment for the replacement, but the Township has no record of any permits being issued therefore it was never inspected. This means the Authority has no knowledge if the replacement meets code standards or specifications. Mr. Pribulka stated that his recommendation would be to deny a reimbursement. Mr. Salomone stated that he believes Ms. Miller is looking for the Board to respond to her request now. Mr. Salomone questioned if the consensus was to deny reimbursement as suggested by Mr. Pribulka. Mr. Sanderson motioned to have the Board take no consideration of Ms. Miller's request for reimbursement based upon discussions. Mr. Brinton seconded the Motion, and the Motion was approved unanimously. Next, Mr. Sanderson made a Motion to deny the reimbursement. Mr. Brinton Seconded the Motion, and the Motion was approved unanimously.

REPORTS OF COMMITTEES

Planning & Construction

No Report

Budget & Finance

Mr. Brinton presented the proposed 2023 Sewer budget in the amount of \$7,685,000. Mr. Brinton made a Motion to approve the 2023 proposed Sewer budget. Mr. Sanderson seconded the Motion, and the Motion was approved unanimously.

Mr. Brinton presented the proposed 2023 Stormwater budget in the amount of \$5,286,657. Mr. Brinton made a Motion to approve the 2023 proposed Stormwater budget. Mr. Sanderson seconded the Motion, and the Motion was approved unanimously.

Personnel & Insurance

No Report

Pension

No Report

Rates & Regulations

Mr. Brinton presented Resolution No. 2023-01, establishing the rates for the operation and maintenance of the Sewer System of the Susquehanna Township Authority. Mr. Brinton explained that the resolution raises the current quarterly sewer rate from \$123.00 per quarter to \$130.00 per quarter for Residential billing, and from \$130.00 per 16,000 gallons of use plus \$8.13 per 1,000 gallons used in excess of 16,000 gallons, to \$140.00 per 16,000 gallons of use plus \$8.75 per 1,000 gallons used in excess of 16,000 gallons. These rates would be effective February 1, 2023. Mr. Lynch made a motion to approve Resolution No. 2023-01, establishing the rates for the operation and maintenance of the Sewer System of Susquehanna Township Authority. Mr. Sanderson seconded the Motion. The Motion passed with a 3 to 2 majority vote.

Mr. Brinton presented Resolution No. 2023-02, establishing Stormwater Management Fees. Mr. Brinton explained that the resolution provides for the Stormwater rates to remain unchanged for 2023 as follows:

Tier	IA (square feet)	Quarterly Charge
1	0-499	\$4.80
2	500-1,999	\$17.10
3	2,000-4,499	\$34.80
4	4,500-6,999	\$57.30
5	Over 7,000	\$9.60 per 1,000 sq. ft. IA, plus \$4.80

Mr. Lynch made a motion to approve Resolution No. 2023-02 to establish Stormwater Management Fees for Susquehanna Township Authority. Mr. Napper seconded the Motion, and the Motion was approved unanimously.

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 December 2022 attached.

Ms. Lovett stated that she has been working with the Authority's software company to implement the pay by phone module. Ms. Lovett also stated that she has been working with the Authority's printing company to print a statement on the next billing with information about the pay by phone method.

Ms. Lovett stated staff is currently working with Mid Penn Bank to negotiate rates that would be more acceptable for depository items under current market conditions. Mr. Salomone questioned Mr. Pribulka what the Request for Proposal (RFP) would contain, more specifically what emphasis the RFP would have on interest rates. Mr. Pribulka stated in brief the RFP would address services, fees, location, and rates for the cash the Township and Authority would be housing at the depository. Mr. Brinton questioned if the banks the RFP would go out to had to be in Susquehanna Township. Mr. Pribulka stated that the bank that would win the RFP should have a physical presence close to the Township Building as staff does need to take cash payments to a local branch for deposit. Mr. Napper suggested the RFP state a bank within Susquehanna Township would be preferable. Mr. Pribulka stated he had noted all suggestions and the RFP would be brought before both the Township and Authority's Budget and Finance Committees for approval before being released.

Stormwater

Written report submitted for the month of December 2022 attached.

Ms. Smith stated that the Maple Shade project materials had been delivered and the project should start in the next few weeks. Ms. Smith stated that the Paxton Church project is permitted and ready but is being delayed because PPL has several poles and lines that need to be moved or engineered around.

Solicitor

Mr. Laskowski stated that he would need an approval for a change to Resolution No. 2023-01. The resolution currently states it was approved unanimously; however, it passed by majority and needs to be reflected that way in the Resolution. Mr. Brinton made a motion to change the wording in Resolution No. 2023-01 to read approved by majority. Mr. Lynch seconded the Motion, and the Motion was approved unanimously.

Engineer

Written report submitted for the month of December 2022 copy attached.

Paxton Creek Drainage Basin – North Branch and

Woodridge – Mr. Kostelac stated they have had bids for this project since November 22, 2022. Ms. Kostelac stated that GHD was still reviewing bids and the Authority has until January 21, 2023 to award the bid. Mr. Kostelac stated that a special meeting to vote on the award of the bids would be required later in the month.

Spring Creek Drainage Basin – South East Sanitary

Sewer Extension - Mr. Kostelac stated that GHD has worked with RIII to approve the final retainage payment for the project. The final amount is \$27,951.40 which is net of several punch list items, including some additional restoration that will be accomplished by the Authority's landscaping contractor. Mr. Kostelac recommended approval of payment for the final pay application in the amount of \$27,951.40. Mr. Brinton made a motion to approve the payment of \$27,951.40 to RIII. Mr. Napper seconded the Motion, and the Motion was approved unanimously.

Developments–Parkway Farms (LPTA Planning

Module) - Mr. Kostelac stated GHD has reviewed the planning module for Parkway Farms in Lower Paxton Township. The development consists of 48 single family detached dwellings. The flow from this development would be conveyed through the Paxton Creek Interceptor. Mr. Kostelac recommended the Board approve the planning module for the conveyance portion. Mr. Sanderson made a motion to approve the

conveyance portion of the planning module for Parkway Farms. Mr. Napper seconded the Motion. The Motion was approved unanimously.

Authority Maintenance Contract – Mr. Kostelac stated that Rogele has submitted the invoice for the sewer lateral repair at 3973 N. 6th Street in the amount of \$12,938.39. Mr. Kostelac recommended the Board approve payment in the amount of \$12,938.39. Mr. Sanderson made a motion to approve payment to Rogele in the amount of \$12,938.39. Mr. Napper seconded the Motion. The Motion was approved unanimously.

Mr. Kostelac stated that Rogele has submitted the invoice for the sewer lateral repair at 3615 Cloverfield Road in the amount of \$7,144.96. Mr. Kostelac recommended the Board approve payment in the amount of \$7,144.96. Mr. Ward made a motion to approve payment to Rogele in the amount of \$7,144.96. Mr. Napper seconded the Motion. The Motion was approved unanimously.

Mr. Kostelac stated that the Stormwater emergency repairs at 4020 Crooked Hill Road and the emergency repairs at Interstate Drive and Market Place were complete. Mr. Kostelac stated that the emergency repairs at Earle Street and Progress Avenue were waiting for PennDOT to schedule their inspection before the work could commence.

Public Works Director

Written report submitted for the month of December 2022 and for January to December 2022, copies attached.

Mr. Bragunier stated that the camera van is back in service. Envirep is to be sending a technician to train and ride along for a day to see how the camera van is working. Mr. Bragunier stated that the Authority would not be using the camera van until the technician arrives so if there are any issues, the technician will witness it firsthand.

CORRESPONDENCE

None

NEW BUSINESS

None

ADJOURNMENT

Mr. Sanderson made a motion to adjourn the meeting at 8:51 P.M. Mr. Ward seconded the Motion. The Motion was approved unanimously.

Signed: 
Yves Pollart P.E., Secretary