

**SWATARA TOWNSHIP AUTHORITY
AGENDA - REGULAR MEETING
MAY 18, 2022**

1. **CALL TO ORDER**
 - A. Pledge of Allegiance
 - B. Roll Call
2. **CONSIDERATION OF MINUTES**
 - A. 04/20/22
3. **VISITORS REQUESTS AND COMMENTS**
 - A. Hummelstown Borough
4. **EXECUTIVE DIRECTOR'S REPORT**
 - A. Personnel Updates
 - I. Mr. Varner: Update on staffing needs
 - II. Update: Level Advancements Letters
 - III. Status of new hires and future hires for Operations Department
 - IV. AFSCME Update
 - B. Policy & Procedure Updates
 - I. Update: Potential Grant Funding; Request to form Selection Committee
 - II. Update: Fresh Express
 - III. Status: Properties taken by eminent domain due to the I-83 Project
 - IV. Authority/Township Meeting
 - V. Discussion: Potential IMA amendment with Authority Stakeholders
 - VI. Vehicle insurance compliance
 - C. Project Updates
 - I. Biosolids Hauling
 - II. Status of Dryer replacement project
 - (1) Stakeholders update
 - (2) ARRO Consulting, Inc. memo regarding Stakeholders Cost Share
 - (3) ARRO Consulting, Inc. memo regarding project installation
 - III. Fresh Express permit compliance
 - IV. Signage & Security
 - V. Potential IT services transfer
 - D. Potential Motions for Consideration

ATTENDANCE:

- Johnson (Chairman)*
- Castellano (Vice Chairman)*
- Mancuso (Treasurer)*
- Cichy (Secretary)*
- Werner*
- Murphy*
- Lawson*
- Belles*
- Fleming*
- Miller (Business Manager)
- Marino (Admin. Assistant)
- Brenner (Engineer)
- Morrison (Engineer)
- Coccoresse (Solicitor)

- I. Potential Motion: Stakeholder Lower Paxton's request that the Authority participate in a Regional Biosolids Dryer facility.
- II. Approval: Dryer replacement project purchase order of April 29, 2022, with Sherwood Logan & Associates
- III. Potential Approval: Transfer of IT services to Doceo
- IV. Approval: ARRO Consulting, Inc. Headworks Analysis for NPDES permit
- V. Potential Approval: Laboratory sampling for NPDES permit
- VI. Potential Motion: Payoff Authority line of credit
- E. Operations, Maintenance & Collections Update (See Monthly Handouts)

5. BUSINESS MANAGER'S REPORT

- A. Financial Reports
- B. Budget to Actual Reports
- C. Miscellaneous
 - I. Status: Water shut offs
 - II. Status: LIHWAP
 - III. Status: Website development; Request to form Selection Committee
 - IV. Status: Online payments
 - V. Status: New invoicing system
- D. Potential Motions for Consideration

6. SOLICITOR'S REPORT

7. ENGINEER'S REPORT

- A. General Retainer Services
- B. Other Specific Projects
- C. Development Reviews

8. UNFINISHED BUSINESS

9. NEW BUSINESS

- A. Payment of Project Requisitions, Invoices & Miscellaneous

10. EXECUTIVE SESSION (IF NECESSARY)

11. BOARD MEMBERS REQUESTS AND COMMENTS

12. ADJOURNMENT