

**SWATARA TOWNSHIP AUTHORITY
AGENDA - REGULAR MEETING
OCTOBER 19, 2022**

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

2. CONSIDERATION OF MINUTES

- A. 09/21/22

3. VISITORS REQUESTS AND COMMENTS

4. EXECUTIVE DIRECTOR'S REPORT

- A. Personnel Updates (See Submitted Written Report)
- B. Policy & Procedure Updates (See Submitted Written Report)
- C. Project Updates (See Submitted Written Report)
- D. Potential Motions for Consideration
 - I. Motion: Retroactive approval to purchase the *Rotork* Actuator (appx. Price \$9,799.00).
 - II. Approval: Settlement agreement for employee grievance.
 - III. Approval: Modification of employment for William Hummel to include additional stipend.
 - IV. Potential Motion: Authorize Executive Director, Chief Operator, and staff to assess and possibly order alarm safety repairs/equipment. (appx. Price \$3,780.00)
 - V. Potential Motion: One-time adjustment to employee leave balance policy.
 - VI. Potential Motion: re: PS5/Eddington Ave
 - VII. Approval: Retroactive approval for Executive Director and Board Officers to establish the *Dryer Project Account* at *Orrstown Bank*.
 - VIII. Potential Motion: Executive Director recommendation to cease contract with *Modern Recovery Services (MRS)*.
 - IX. Potential Motion: Next phase of *Generators Installation Project*.
 - X. Motion: Authorize Executive Director and Solicitor to create and execute a contract with *Wincon* for TV Rig software.
- E. Operations, Maintenance & Collections Update (See Monthly Handouts)

5. BUSINESS MANAGER'S REPORT

- A. Financial Reports

ATTENDANCE:

- Johnson (Chairman)**
- Castellano (Vice Chairman)**
- Mancuso (Treasurer)**
- Cichy (Secretary)**
- Werner**
- Murphy**
- Lawson**
- Belles**
- Fleming**
- Moppin (Chief Operator)
- Varner (Foreman & Maint. Manager)
- Miller (Business Manager)
- Marino (Exec. Coordinator)
- Schober (Engineer)
- Coccoresse (Solicitor)

- B. Budget to Actual Reports
- C. Miscellaneous
 - I. Status: Incorrectly printed bills.
 - II. Update: Double payments made to accounts as a result of incorrectly printed bills.
 - III. Discussion: Postmarks, timing for application of late fees (see Executive Director's report re: *Rates, Rules, and Regulations*).
 - IV. Status: Water shutoffs.
 - V. Status: *LIHWAP* (Ending October 28, 2022).
 - VI. Status: Website development.
 - VII. Status: Online payments.
 - VIII. Status: Vehicle insurance compliance.
 - IX. Discussion: 2023 Rates.

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

10. EXECUTIVE SESSION

- A. Personnel issues
- B. Legal issues

11. BOARD MEMBERS REQUESTS AND COMMENTS

12. ADJOURNMENT