

**SWATARA TOWNSHIP AUTHORITY
AGENDA - REGULAR MEETING
DECEMBER 21, 2022**

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

2. CONSIDERATION OF MINUTES

- A. 11/16/22

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. Approval: Update to Legal Retainer Agreement for *Salzmann Hughes* and Steven T. Coccorese as Solicitor.
 - II. Approval: Tapping Fee Reauthorization (2013) Resolution.
 - III. Approval: *PennDOT* Utility Relocation Resolution.
 - IV. Approval: Separation Agreement of Authority employee.
 - V. Approval: Authority FY2023 Budget (both parts).
 - VI. Approval: FY2021 audit by *Boyer & Ritter*.
 - VII. Approval: Payment for plant location gate security repair (retroactive) – see attachment.
 - VIII. Potential Motion: Associated *Rotork* cost re: technical support for adjustments, calibration, and configuration – see attachment.
 - IX. Potential Motion: Authorizing the Executive Director to send the Board-reviewed letter to the customer base, informing it of updates and changes to the Authority's *Rates/Rules/Regulations*.
 - X. Potential Motion: Authorizing Authority Staff to utilize the Board-reviewed lateral permit letter for all incoming permit applications.
 - XI. Potential Motion: Authorizing the Executive Director on behalf of the Authority to participate or not in the *Unemployment Compensation Solvency Fee* – see attachment.
 - XII. Potential Motion: Authorizing the Executive Director and staff to complete the *U.S. Census Department of Commerce* request – see attachment.
 - XIII. Potential Motion: Cease facsimile line at the Plant and Township

ATTENDANCE:

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

office locations.

XIV. Potential Motion: Authorizing the Executive Director to reestablish a physical address for the Authority's Plant location.

E. Operations, Maintenance & Collections Update (See Monthly Handouts)

5. FINANCIAL UPDATE

A. Financial Reports

B. Budget to Actual Reports

C. Miscellaneous

I. Status: Water shutoffs.

II. Status: *LIHWAP* (Ending October 28, 2022).

III. Status: Online payments.

IV. Discussion: 2023 Rates (see Executive Director's report).

V. Discussion: 2023 UC Solvency Fee (see Potential Motion).

6. SOLICITOR'S REPORT

A. Update & Discussion: re: *PMRS* retirement changes.

B. Discussion & Potential Approval: Authority employee separation agreement.

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