

**SWATARA TOWNSHIP AUTHORITY  
AGENDA - REGULAR MEETING  
July 19, 2023**

**1. CALL TO ORDER**

- A. Pledge of Allegiance
- B. Roll Call

**2. CONSIDERATION OF MINUTES**

- A. 06/21/23

**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. Authorize Executive Director and Solicitor to establish delinquency payment plan application, per Financial Review Committee recommendation. (Tabled until August Board Meeting)
  - II. Authorize Executive Director and Solicitor to create a two-quarter delinquency process, per Financial Review Committee recommendation. (Tabled until August Board Meeting)
  - III. Authorize Executive Director and Solicitor to create a letter, and staff to issue as needed, a violation notice with potential fines and penalties to be assessed for violations of the RRRs. (Tabled until August Board Meeting)
  - IV. Authorization to use budgeted funds to purchase Solenoid Valve's from *Del Val Controls* in the amount of \$699.54. (While this purchase was approved at last month's meeting staff discovered the purchase needed to be made through a different company)
  - V. Authorization to use budgeted funds to purchase meters from *Teledyne Isco c/o HARTCO Environmental LLC* in the amount of \$17,676.00.
  - VI. Approval of Change Order #1 by *Sherwood-Logan & Associates, Inc.* via information from its subcontractor *Eastern Environmental Contracts, Inc.* for The Dryer Replacement Project, which is COSTARS price (COSTARS reference number 016-123) for the unloading, inspection, and storage for the dryer equipment and appurtenances at \$42,780.00 complete.
  - VII. Authorize Executive Director and Staff to execute a MOU/Agreement between the Authority and *Eastern*

**ATTENDANCE:**

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

*Environmental* regarding The Dryer Replacement Project relating to the delivery, inspection, cataloging, and storage of dryer equipment, subject to Solicitor's approval as to form and content.

- VIII. Authorize Executive Director and Staff to execute any necessary change orders regarding The Dryer Replacement Project up to \$100,000.00 in aggregate expenditures with no single expenditure to exceed \$49,999.99.
- IX. Authorize Executive Director and Staff to initiate and negotiate an agreement for the removal of the current dryer, per recommendation of the Engineering team at *ARRO*, from the Authority's plant location as soon as possible.
- X. Authorize Executive Director and Staff to discuss and potentially negotiate items regarding tapping fees with *St. John's Properties*.
- XI. Approval for hiring of Cody J. Trostle-Weber as a Utility Worker/Painter – Level 2 effective July 24, 2023.

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 (reconsideration)
  - II. Status: Online payments

**6. SOLICITOR'S REPORT**

- A. Low-Income Household Water Assistance Program (LIHWAP) re-open.

**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**