

Swatara Township Authority
Amenda Agenda: Regular Meeting
Board Reorganization
January 22, 2024

1. Call To Order – Pro Tempore Designee

- A. Pledge of Allegiance
- B. Roll Call

2. Board Reorganization.

- A. Nominations and appointments of Board Officers:
 - I. Chairman

At this time, Board Chairman will lead the remainder of the meeting.

- II. Vice Chairman
 - III. Secretary
 - IV. Treasurer
 - V. Motion to adopt Robert’s Rules of Order 12th Edition

- B. Appointment of Professional Consultants:

- I. Reappointment of Authority’s Solicitor ~ Stephen T. Coccoresse (*Salzmann Hughes*).
 - II. Reappointment of Authority’s Engineer ~ Michael A. Schober (*ARRO Consulting*).
 - III. Reappointment of Authority’s IT Manager ~ Robert Brooks (*Doceo*).

- C. Committee Assignments and Appointment of Authority account signers:

- I. Personnel Committee
 - II. Audit & Budget Committee
 - III. Financial Review Committee
 - IV. Rates/Rules/Regulations Committee
 - V. Motion to appoint Authority Account Signers

3. Consideration Of Minutes

- A. December 20, 2023

4. Visitors’ Requests And Comments

5. 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. Motions for Consideration

ATTENDANCE:

- Belles**
- Castellano**
- Cichy (Secretary)**
- Flynn**
- Golob**
- Lawson**
- Moyer**
- Roberts**
- Steele**
- Blackman (Exec. Coord.)
- Coccoresse (Solicitor)
- Moppin (Chief Operator)
- Schober (Engineer)
- Varner (Foreman)

- I. Retroactive Approval: Requisition #9/*The Dryer Replacement Project*, which represents payment to *Swatara Township* in the amount of \$3,320.00 for Stormwater BMP facility escrow funds regarding the project.
 - II. Retroactive Approval: Requisition #10/*The Dryer Replacement Project*, which represents payment to *Swatara Township* in the amount of \$1,167.94 for the building permit regarding the project.
 - III. Retroactive Approval: Requisition #11/*The Dryer Replacement Project*, which represents payment to *Sherwood-Logan & Associates* in the amount of \$388,488.00 for *Elemech Control Panels + 20% of the delivery portion*.
 - IV. Approval: Payment to *Alfa Laval/Sherwood-Logan* in the amount of \$89,871.55 (includes freight), which represents the additional part needed (*discussed as a potential possibility at the December 2023 Board Meeting*) by *Sherwood-Logan* staff, to complete restoration of the centrifuge. *This payment will be moved from the FY 2024 Budget line-item Repairs & Additions/Capital Improvements Program (\$336,000.00 total in line-item)*.
 - V. Recommendation of Financial Review Committee: Authority works from new delinquent amount, which removes the previous *MRS* collections fees and now only includes principal + Authority fees per *Rates/Rules/Regulations*, for each delinquent account with the Authority.
 - VI. Recommendation of Financial Review Committee: Authority is able to accept payment-in-full for delinquent accounts, utilizing the new delinquent amount as approved by the Board.
 - VII. Recommendation of Financial Review Committee: Authorize the Solicitor and Executive Director to file liens on delinquent properties that are indebted to the Authority in the amount of \$1,000.00 or more.
- E. Operations, Maintenance & Collections Update (See Monthly Handouts)

6. Financial Update

- A. Financial Reports
- B. Budget to Actual Reports
- C. Miscellaneous
 - I. Status: Water shutoffs (reconsideration)

II. Status: Online payments

- 7. Solicitor's Report**
- 8. Engineer's Report**
 - A. General Retainer Services.
 - B. Other Specific Projects.
 - C. Development Reviews.
- 9. Unfinished Business**
- 10. New Business**
- 11. Executive Session**
 - A. Personnel issues
 - B. Legal issues
- 12. Board Members' Requests And Comments**
- 13. Adjournment**
- 14. Reminder: Special Meeting in February re: final contract piece [installation] of *The Dryer Project*.**