

**MINUTES OF THE REGULAR MEETING  
OF THE MEMBERS OF  
SWATARA TOWNSHIP AUTHORITY**

The regular monthly meeting of the Swatara Township Authority was held in the Township Building, 599 Eisenhower Boulevard, Harrisburg, PA, on April 17, 2019, at 7:00 P.M. The following members were present: Spare (Chairman), Roberts (Vice Chairman), Castellano (Secretary), Mancuso (Treasurer), Schreffler, Murphy, Cichy, and Spagnolo. Also present were: Miller (Business Manager), Lank (Plant Superintendent), Morrison (Arro Consulting, Inc.), and Wyland (Salzmann Hughes, PC).

**PLANT REPORT**

**OPERATION & MAINTENANCE  
COST PER DAY**

	<u>MONTH</u>	<u>YEAR</u>
STA	\$ 1,228.51	\$ 1,291.71
TREATMENT PLANT	\$ 3,972.09	\$ 3,699.90

% REDUCTION BOD	98	TONS OF SLUDGE PROCESSED	51.80
% REDUCTION SUS. SOLIDS	96	TOTAL E.D.U.'S	17,105

**FINANCIAL REPORT**

	CHECKING ACCOUNT BALANCE	MATURED ACCUM. OF BALANCE	TOTAL	PREVIOUS MONTH'S TOTAL
STA	\$ 3,333,798.54	\$ 7,631,143.33	\$ 10,964,941.87	\$ 10,696,049.96

The following were approved:

The minutes of last month's meeting, the Plant Report and the Treasurer's Report.

Chairman Spare called the meeting to order at 7:02 P.M.

Following the Pledge of Allegiance, Chairman Spare entertained a motion to accept and approve the minutes of March 20, 2019. Mr. Roberts made a motion to accept the minutes of the March 2019 meeting, while Mr. Schreffler seconded his motion. The motion was approved.

There were no visitors at the meeting.

Mr. Lank, Plant Superintendent, presented his report.

Expenditures for Joint Use were over-budget in the following areas: Maintenance Supplies; Equipment Maintenance; and Sludge Disposal, due to a scheduled dryer shut down for a week to perform maintenance and repairs. There were no Swatara expenditures over-budget for the report period.

Joint Use and Swatara had one change to fixed-assets due to the purchase of a replacement vehicle. No sewer maintenance was completed in Joint Use or Swatara.

Most statistics for the plant were slightly higher when compared to last month, due to elevated flows. There were over three-and-a-half inches of rainfall being reported for the month. There were two estimated flows for Lower Paxton due to the high flows. Lower Paxton was the only contributor with over 220gpd/edu at 406 for the month.

Treatment efficiency was good, considering the flows were still high, with 98% removal of BOD and 96% solids removal. Total nitrogen pounds generated are 49,924 of the allowable 59,000. Total phosphorus pounds generated are 2,245 of the allowable 7,900.

There were no changes to the connection data.

There were 3,064 feet flushed, with 700 feet in Lawnton/Oakleigh for the maintenance contract. There were 2,114 feet flushed in OEB for metering and 250 feet in OEB for a grease buildup. There were no blockage complaints or odor complaints during the report period. There were 247 feet televised for a sinkhole investigation on Chatham Glenn Way, which was not our issue. There were three manholes in Lawnton/Oakleigh repaired by us, which had plow damage. Portable metering was done in numerous locations, with thirteen meters being used for capacity determinations: two in Joint Use, two in Rutherford, seven in Lawnton/Oakleigh, and two in OEB. Thirteen meters were used for I/I investigation with two in Joint Use, one in Rutherford, three in Lawnton/Oakleigh, and seven in OEB.

The GIS mapping of our system with ARRO has been completed for Lawnton/Oakleigh and OEB, while Rutherford is 90% complete. The maintenance contract work for 2019 is in progress for the open-cut, and trenchless has been flushing and televising. We will continue equipment reconditioning, portable metering, on-the-job training to employees, televising lines, and inspecting the maintenance contract work.

The four Personnel items listed are purely informational.

We received a capacity request for a small microbrewery at 3809 Paxton Street, near the Nissan dealership.

There were no Miscellaneous items this report period.

A motion to approve Mr. Lank's Report was made by Mr. Roberts. Mr. Murphy made the second, and the motion passed.

Mr. Miller, Business Manager, presented his report.

Items were disseminated to board members including the *Authority* magazine, the investments report, and an updated *Stormwater Snapshot* document.

The Stormwater update is as follows: The total amount billed over both years exceeds \$3.52 million, while the payments received is approximately \$2.984 million (these figures combine the 2018 and 2019 billings). There have been 8,118 residences billed, and of those 749 residences have not paid. STA and the Township will need to consider how/when to address non-paying customers. The cash reserve from last year's operations is \$446,056.

The auditors have completed the fieldwork and are compiling their report. The deadline is always the end of June, due to the timing of the DCED report.

Quarterly sewer bills are due Monday. After that deadline, Mr. Miller will follow up with delinquency letters allowing three weeks to pay or be turned over to collections. During those weeks, 100+ existing collections accounts will be tagged for shut off.

As a follow up to a session with visitors at last month's STA board meeting, Mr. Paul Navarro and Mr. Joel McNaughton will meet with the Township on April 29<sup>th</sup> at 10:00 A.M. Mr. Miller and Mr. Spare will attend the meeting to represent STA.

A motion was made by Mr. Roberts and seconded by Ms. Mancuso to accept Mr. Miller's report. The motion passed.

Mr. Wyland, Authority Solicitor, presented his report.

Mr. Wyland indicated that all of his discussion items were for Executive Session. Mr. Spagnolo asked a question regarding *Norfolk Southern* and non-payment of the Stormwater Fees.

Mr. Wyland's report was accepted by acclamation.

Mr. Morrison, Authority Engineer, presented his report.

Mr. Morrison stated that the Chapter 94 Reports were completed and delivered as scheduled. Arro completed an update to the Industrial Pretreatment Plan 2018, for inclusion with the

Chapter 94 Report. The mapping of the sewer system via GIS is ahead of schedule, and Mr. Morrison offered kudos on that front to Mr. Lank and his staff.

Mr. Roberts made a motion to approve Mr. Morrison's report. Mr. Schreffler offered a second, and the motion passed.

There was no Unfinished Business to be discussed.

There were no Board Members Comments.

Chairman Spare adjourned the regular meeting at 7:20 P.M. to go into Executive Session to discuss various legal and personnel matters.

Chairman Spare reconvened the Regular Meeting at 8:05 P.M.

Under New Business, Chairman Spare asked for a motion to approve instructing the solicitor to move forward with negotiations, as discussed in detail in the Executive Session. Mr. Roberts offered the motion with Mr. Murphy seconding it. Despite nays from Ms. Castellano and Mr. Schreffler, the motion passed.

Next, Ms. Castellano provided a union negotiations update. As a reminder, the union representatives did not wish to meet for six months as they re-wrote their own draft version of the union negotiation document. Mr. Coccorese has finished analyzing this new draft, including comparing it to both the union's former draft proposal and to areas upon which there was verbal agreement between the two sides. The Board Negotiation Team has set a meeting for April 23<sup>rd</sup> to discuss the union representatives' new draft, as well as possibilities and considerations for moving forward. A tentative second meeting for May 7<sup>th</sup> has been set, if needed.

With no further business to be conducted, Chairman Spare adjourned the meeting by acclamation at 8:07 P.M.

Respectfully submitted,



Melissa D. Castellano  
Secretary