

**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 May 15, 2019, at 7:00 P.M. The following members were present: Spare (Chairman), Roberts (Vice Chairman), Castellano (Secretary), Mancuso (Treasurer), Cichy, Spagnolo and Werner. Also present were: Miller (Business Manager), Lank (Plant Superintendent), and Wyland (Salzmann Hughes, PC).

PLANT REPORT

**OPERATION & MAINTENANCE
COST PER DAY**

	<u>MONTH</u>	<u>YEAR</u>
STA	\$ 2,126.85	\$ 1,500.49
TREATMENT PLANT	\$ 3,742.84	\$ 3,710.63

% REDUCTION BOD	98	TONS OF SLUDGE PROCESSED	57.50
% REDUCTION SUS. SOLIDS	97	TOTAL E.D.U.'S	17,093

FINANCIAL REPORT

	CHECKING ACCOUNT BALANCE	MATURED ACCUM. OF BALANCE	TOTAL	PREVIOUS MONTH'S TOTAL
STA	\$ 3,567,428.95	\$ 8,945,550.18	\$ 12,512,979.13	\$ 10,964,941.87

The following were approved:

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

Chairman Spare called the meeting to order at 7:04 P.M.

Following the Pledge of Allegiance, Chairman Spare entertained a motion to accept and approve the minutes of April 17, 2019. Ms. Castellano and Mr. Miller stated that there was a correction to the minutes. When the staff edited a figure, something else needs deleted: page three, paragraph six, line one strike the part "ately". Ms. Mancuso made a motion to accept the minutes of the April 2019 meeting with the stated correction, while Mr. Roberts seconded her motion. The motion was approved.

There were no visitors at the meeting.

Staff and Mr. Wyland indicated that Mr. Morrison of Arro Consulting, Inc. was excused from tonight's meeting. Mr. Morrison provided them with information to address any board member concerns or answer any questions.

Mr. Lank, Plant Superintendent, presented his report.

Expenditures for Joint Use were over-budget in the following areas: Electric, due to flows; Chlorine, due to a delivery; and Lab Supplies, due to pretreatment testing. Swatara expenditures were over-budget in the areas of Sewer Maintenance, due to the purchase of frames and covers as well as PennDOT inspections.

There were no changes to fixed-assets for Joint Use or Swatara this report period. No sewer maintenance was completed in Joint Use. Swatara had nine manholes replaced, as well as eight manhole sections replaced or relined. These two areas of replacement and relining combined for a total of 2,067 feet.

Most statistics for the plant were down when compared to last month, due to lower flows. There were just over four 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's, at 328 for the month.

Treatment efficiency was very good, with 98% removal of BOD and 97% solids removal. Total nitrogen pounds generated are 55,465 of the allowable 69,000. Total phosphorus pounds generated are 2,398 of the allowable 9,200.

There were several changes to the connection data: Swatara is up 48, Hummelstown is up 15, and Lower Paxton is down by 75.

There was no flushing or televising during the report period. There were no blockage complaints or odor complaints during the report period. 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: 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 all districts, and we are currently waiting for the information to be loaded and verified in the software. The maintenance contract work is in progress for the open-cut, and trenchless has pulled out until June. The equipment reconditioning and spring wet well cleaning has been completed. We will soon start the spring right-of-way clearing and OEB flushing, while continuing such things as portable metering, on-the-job training to employees, televising lines, and inspecting the maintenance contract work.

On the Personnel Report one item listed is purely informational. The other item is an employee resignation.

We approved a 30-townhouse development at Jones and Beale Streets.

There have been multiple equipment breakdowns at the plant, and all are related to the electronics reaching the end of their life expectancy. The semi-annual meter calibrations were completed by WG Malden for the plant, pump stations, and metering chambers. The plant tour was held on Friday, May 10th and went very well.

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

Mr. Miller, Business Manager, presented his report.

The following items were disseminated to board members prior to the meeting: MMA accounts report, PMRS document excerpt, and the proposed changes to the *Rates, Rules, and Regulations* regarding capacity.

The fieldwork has been completed for the current audit. Since no Finance Committee was formally appointed as yet, the audit will be presented to the full board at next month's meeting.

STA sent 227 delinquent letters on April 27th. As of today, 172 entities have not paid in full.

Water shut-offs have resumed. Identified are 198 properties, although five have paid already. *Suez* could not handle all the properties at once due to the sheer volume and other municipalities doing likewise. Therefore, one-fifth of the properties identified will be tagged every other week.

A health insurance rebate check of \$116,000 was cut to STA. That amount represents approximately 75% of what is owed to STA in total.

Norfolk Southern has still not paid its share of the Stormwater assessment. The company's latest invoice is due to STA on June 20th.

Mr. Paul Navarro and Mr. Joel McNaughton, previous visitors to the board, plan to meet with the Swatara Township commissioners on June 1st.

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

Mr. Wyland, Authority Solicitor, presented his report.

An amendment is proposed to the *Rates, Rules, and Regulations* regarding capacity in Sect. 2.24. Mr. Werner made the motion to approve the amendment to the *Rules, Rates, and Regulations* as proposed, and this was seconded by Ms. Castellano. The motion was approved.

Mr. Wyland reported that an agreement to settle has been reached with *Worth & Co.* Ms. Mancuso made the motion to approve the settlement agreement with *Worth & Co.*, while Mr. Roberts seconded her motion. The motion passed, with Ms. Castellano voting nay.

Several additional items were for Executive Session.

A motion was made by Ms. Mancuso to accept Mr. Wyland's report. Her motion was seconded by Mr. Roberts, and then the motion passed.

As previously stated, Mr. Morrison, Authority Engineer, was excused from this meeting. Staff and the solicitor indicated willingness to address any engineering issues not already covered in the meeting.

The engineering report, provided as a handout, was approved by acclamation.

There was no Unfinished Business to be discussed.

There were no Board Members Comments.

Chairman Spare adjourned the regular meeting at 7:28 P.M. to go into Executive Session to discuss various legal and personnel matters.

Chairman Spare reconvened the Regular Meeting at 7:36 P.M.

Under New Business, Ms. Castellano provided a union negotiations update. The STA board negotiations team met on April 23rd to discuss the union's new draft of its proposal. The following dates were offered by STA to union representatives: May 7th, May 28th, and June 4th. As of May 3rd, STA had not heard from the union representatives, and as such the May 7th date was removed as an option. Union representatives then contacted STA to accept the June 4th date. The parties will meet in the commissioners' conference room at the Swatara Township Municipal Building on June 4th at 4:00 P.M.

Next, Mr. Lank announced that the plant tour for new board members is scheduled for June 7th.

With no further business to be conducted, Chairman Spare adjourned the meeting by acclamation at 7:40 P.M.

Respectfully submitted,



Melissa D. Castellano
Secretary