

**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 September 18, 2019, at 7:00 P.M. The following members were present: Spare (Chairman), Roberts (Vice Chairman), Castellano (Secretary), Mancuso (Treasurer), Schreffler, Murphy, Cichy, and Werner. Also present were: Miller (Business Manager), Lank (Plant Superintendent), Morrison (Arro Consulting Engineers) and Wyland (Salzmann Hughes, PC).

**PLANT REPORT**

**OPERATION & MAINTENANCE  
COST PER DAY**

	<u>MONTH</u>	<u>YEAR</u>
<b>STA</b>	\$ 7,339.34	\$ 2,249.76
<b>TREATMENT PLANT</b>	\$ 3,692.04	\$ 3,675.75

<b>% REDUCTION BOD</b>	<b>98</b>	<b>TONS OF SLUDGE PROCESSED</b>	<b>46.40</b>
<b>% REDUCTION SUS. SOLIDS</b>	<b>98</b>	<b>TOTAL E.D.U.'S</b>	<b>17,193</b>

**FINANCIAL REPORT**

	<b>CHECKING ACCOUNT BALANCE</b>	<b>MATURED ACCUM. OF BALANCE</b>	<b>TOTAL</b>	<b>PREVIOUS MONTH'S TOTAL</b>
<b>STA</b>	\$ 825,082.01	\$ 7,962,978.66	\$ 8,788,060.67	\$ 10,441,840.64

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 7:04 P.M.

Following the Pledge of Allegiance, Chairman Spare requested a moment of silence in memory of Mr. Tony Spagnolo to follow his brief remarks. Chairman Spare spoke of how Mr. Spagnolo was a constant “cheerleader” for Swatara Township and the people living and working here; how he periodically attended Authority meetings, sometimes only to thank us all for our service; and how, while he served on the Authority Board for only a short time, he served on the township’s Board of Commissioners for approximately three decades. A moment of silence commenced in memory of Mr. Spagnolo.

There were no visitors at the meeting.

Chairman Spare then entertained a motion to accept and approve the minutes of August 21, 2019. Mr. Roberts made a motion to accept the minutes of the August 2019 meeting, while Mr. Murphy seconded his motion. The motion was approved.

Mr. Lank, Plant Superintendent, presented his report.

Expenditures for Joint Use were over-budget in: Maintenance Supplies, due to replacing stock pump parts; and Office Supplies, due to replacing the desktop computers. Swatara expenditures were over-budget in Sewer Maintenance, due to numerous manhole repairs from plow damage; and Miscellaneous, due to replacing the desktop computers.

There was one change to fixed assets for Joint Use, due to the rebuild of the dryer gearbox as a spare unit. Swatara had one change to fixed assets due to the purchase of rebuild kits for Pump Station #1 pumps. No sewer maintenance was completed in Joint Use. Swatara had 34 manhole sections replaced or relined for a total of 17,677 feet.

Most statistics for the plant were down slightly when compared to last month, due to lower flows. There was just over three-and-three-quarters of an inch of rainfall being reported for the month. There were no estimated flows for the report period. There were no contributors with over 220gpd/edu for the month.

Treatment efficiency was very good, with 98% removal of BOD and 98% solids removal. Total nitrogen pounds generated are 71,526 of the allowable 108,600. Total phosphorus pounds generated are 2,975 of the allowable 14,500. A deal was made this week for the sale of all the Nitrogen credits that we produce this year, and we have a long-term deal for all of the Phosphorus credits that we produce. STA only has about one-third of the Nitrogen credits we usually have, but others are in the same position; thus, Nitrogen credits are in demand. STA was able to secure \$2.50/credit for the Nitrogen credits sold.

There were no changes to the connection data.

There was 21,962 feet flushed, with all of it for OEB routine flushing. There were 2,641 feet televised for lateral locates and I&I investigation. There were no blockage complaints during the report period. There were two odor complaints: one at 5550 Derry Street, which turned out to be

a toilet with no seal; the second one was at 628 Bonnymead Avenue and was believed to be a dry floor drain. Portable metering was done in numerous locations, with fifteen meters being used for capacity determinations: one in Joint Use, five in Rutherford, seven in Lawnton/Oakleigh, and two in OEB. Eleven meters were used for I/I investigation: two in Joint Use, one in Rutherford, three in Lawnton/Oakleigh, and five in OEB.

The maintenance contract work is in progress for the open-cut and trenchless. We will continue the OEB flushing, portable metering, metering for capacity request, on-the-job training to employees, televising lines, and inspecting the maintenance contract work. The GIS data is being tested and updated with lateral locations.

There is nothing to report under Personnel for this period.

We met with the developer and engineer for the proposed apartment complex off Summit Avenue about potential solutions to the capacity issue.

A motion to approve Mr. Lank's Report was made by Mr. Schreffler. Ms. Mancuso 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: the MMA accounts report, as well as the debt service schedule.

The 2020 Minimum Municipal Obligation (MMO) for the Authority's pension plan is due by October 4<sup>th</sup>. The estimate last year came in low at \$74,000, but the Authority rounded up to \$125,000 to ensure adequate funding. Mr. Miller requested a motion to move forward with an authorized payment amount for the MMO for 2020.

A recommendation was made to fund the MMO at the same level as prior year (\$125,000). Mr. Roberts put forth the recommendation as a motion, which was seconded by Ms. Castellano. The motion passed.

There have been 60 properties tagged for water shut-offs in groups four and five. While approximately one-third of those properties have now paid in full, any remaining unpaid properties are set for water shut-offs on Monday and Tuesday.

Of the 182 delinquent letters sent out to property owners, 53 have paid thus far. There remain 406 properties in collections at this time, owing a total of approximately \$742,000. Good progress has been made in recent years with collections on delinquent accounts, as the amount owed to the Authority used to sit at approximately \$1.2 million.

Mr. Miller next provided an update to the board regarding the fraud last month on one of the Authority accounts. The Authority is not out any funds as a result of the fraud perpetrated upon the account. The Authority, in conjunction with the bank, has instituted both positive-pay (an upload of the check to be mailed/cashed) and *AchieveAccess* (wire transfer process).

Sewer bills for the next quarter are slated to go to the printer this Friday, although *Suez* still owes the Authority some information.

Friday also represents the end of the quarter for those quarterly payors of the *Stormwater* fee.

Jackie Tindal, Authority office assistant, underwent surgery on Friday. Jackie will return to the office in October.

Finally, Mr. Miller commenced board discussion regarding the Authority's accounts, debts, and plans moving forward. Some options moving forward, as well as items to consider, are as follows:

- The Authority can pay off all the debt. This would save approximately \$1.2 million in interest payments.
- The Authority can pay parts of the loans/bonds.
- The Authority can cut back on some maintenance costs as it is ahead in maintenance.
- There is a large I-83 project upcoming beginning in 2022. Some board discussion ensued regarding the I-83 project. The Authority will be compelled to do some work during this project.
- There are possible increases from Harrisburg City.

Following board discussion, it was decided to pay off all the out-standing Authority debt and thus save nearly \$1.2 million in interest payments.

A recommendation to pay off all the out-standing Authority debt was put forth by Chairman Spare. Mr. Roberts made the motion to approve the recommendation, while Mr. Murphy seconded the motion. The motion passed.

Chairman Spare had a question regarding a voided check appearing on the ledger. Mr. Miller indicated that this voided check related back to the earlier fraud incident.

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

Mr. Wyland, Authority Solicitor, presented his report.

There are potentially two entities interested in purchasing the Harrisburg City water system. This request for interest was put forth by Mayor Eric Papenfuse. City Council has not appeared very receptive to the potential sale. Recently, there was an editorial supportive of keeping the water system under the current direction of Capital Region Water. It was noted that the Public Utility Commission would regulate any investor-owned utility.

Chairman Spare indicated that, following their pitch to the Township Board of Commissioners (BOC), Mr. McNaughton and Mr. Navarro recommended that the BOC/Authority form a joint committee to consider a public-private partnership. The Authority will defer to the BOC to take the leadership role as they see fit.

Ms. Mancuso made a motion, seconded by Mr. Roberts, to accept Mr. Wyland's report. The motion passed.

Mr. Morrison, Authority Engineer, presented his report.

Mr. Morrison indicated that items for his report have already been covered in other reports. His handout was given to all board members.

Mr. Morrison's report was approved by acclamation.

There was no Unfinished Business to be discussed.

There was no New Business to be discussed.

Chairman Spare adjourned the regular meeting at 7:42 P.M. to go into Executive Session to discuss various legal and personnel matters.

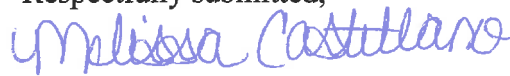
Chairman Spare reconvened the Regular Meeting at 7:44 P.M.

Under Board Members Comments, Chairman Spare stated that Ms. Castellano said some progress is being made during union negotiations meetings.

Ms. Castellano stated that the next union negotiations meeting is scheduled for October 3<sup>rd</sup> at 4:00 P.M. at the AFSCME building.

With no further business to be conducted, Chairman Spare adjourned the meeting by acclamation at 7:45 P.M.

Respectfully submitted,



Melissa D. Castellano  
Secretary