

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

The regular monthly meeting of the Swatara Township Authority was held on November 17, 2021, at 6:00 P.M. The following members were present: Castellano (Chairman), Cichy (Vice Chairman), Mancuso (Treasurer), Johnson (Secretary), Murphy, Belles, and Fleming. Also present were: Miller (Business Manager), Marino (Administrative Assistant), Brenner and Morrison (ARRO Consulting, Inc.), and Coccorese (Salzmann Hughes, PC).

Chairman Castellano called the meeting to order at 6:19 P.M.

Following the Pledge of Allegiance, Chairman Castellano performed a roll call of present Board Members and visitors.

Chairman Castellano entertained a motion to accept and approve the minutes of October 20, 2021. Ms. Mancuso motioned to accept the minutes. Mr. Cichy seconded, and the motion carried.

Chairman Castellano presented the Executive Director's report.

Chairman Castellano began by discussing any potential COVID-19 policy changes. Ms. Castellano asked Mr. Coccorese to provide a synopsis on the current guidelines. Mr. Coccorese stated that the new *Occupational Safety and Health Administration (OSHA)* guidance was posted less than two weeks ago and since then has had multiple legal actions filed. He stated that the implementation of the new guidance has been placed on hold until resolution of the cases.

Mr. Johnson suggested tabling further COVID-19 discussions until a resolution has been met regarding the OSHA guidance.

Chairman Castellano informed the Board that the Treatment Plant Laboratory needs a new biological oxygen demand (BOD) Incubator and would be seeking Board approval to proceed with the purchase. Ms. Castellano noted the last time the item was purchased was in 2012 and the replacement cost is estimated to be between \$5,000.00-\$12,500.00. Mr. Johnson asked if the BOD Incubator would be received this year and if it was budgeted to be purchased. Mr. Moppin stated that with the current state of shipment he is hopeful. Ms. Castellano also stated that it was not budgeted for, but funds are available in the budget to make the purchase.

Mr. Johnson motioned to approve the purchase of a new BOD Incubator for the plant's Laboratory. Mr. Murphy seconded, and the motion passed.

Chairman Castellano stated that approval is needed to finalize nutrient credits trading between the Authority and *Bell & Evans, Conewago Township Authority, Furmano Foods, Hughesville-Wolf Authority, Mount Joy Borough Authority, New Berlin, and Zerbe Township*. Mr. Murphy motioned to approve the proposed motion. Mr. Cichy seconded, and the motion carried.

Chairman Castellano proposed a motion to approve the *Synagro* contract extension and authorize the Executive Director to continue working towards and executing biosolids hauling contracts as needed. Ms. Castellano stated that she was informed that they will be implementing a fuel surcharge by the end of the year of half a percent for every five-cent increase in diesel fuel. Mr. Johnson motioned to approve the proposed motion. Ms. Mancuso seconded, and the motion carried.

Chairman Castellano discussed the current dryer selection process and the site visit that Mr. Moppin and Mr. Morrison attended in North Carolina to view the *Huber*. Mr. Morrison and Mr. Moppin provided the board with their site visit summaries.

Mr. Johnson asked if any assurance has been received from *Gryphon* stating that their dryer would perform to the Authority's expectations. Ms. Brenner stated that they said they could but would have to do research and possible modifications to the device after install.

Ms. Castellano asked if the price of the *Gryphon* would increase due to any modifications that would need to be made. Ms. Brenner stated that it would depend on how the contract/agreement is written.

Ms. Castellano stated that Mr. Thomas, one of the mechanics at the plant, had concerns about the brushes. Mr. Moppin stated that during the site visit they mentioned that they had also made modifications to the brushes, and they would be able to send us a report on the modifications they made.

Mr. Moppin also stated that he noticed during the site visit in North Carolina they added a "T" in case the dryer was down, they could hit a switch and have the cake sent out to a dump truck. He stated that it would be worth looking into that option for either dryer selected.

Mr. Johnson asked how frequently the *Huber* needed to be shut down for maintenance. Mr. Moppin stated that they hadn't had major issues where parts needed to be replaced until the 10-year mark. He also stated that twice a day the blades would need cleaned.

Mr. Cichy asked how many days the dryer would need to run. Mr. Moppin stated both the *Huber* and *Gryphon* run five days a week and will be placed on stand-by on weekends. Mr. Cichy then asked how putting it in idle mode would affect the natural gas cost. Mr. Moppin stated he was unsure. Mr. Morrison stated that one of the plants did mention that the natural gas cost did go up.

Mr. Moppin passed around samples of sludge that were dried using our dryer, the *Huber*, and the *Gryphon*.

Mr. Cichy asked if our current dryer goes down, would we be able to use the centrifuge. Mr. Moppin stated that we would not and would have to liquid haul.

Ms. Brenner stated that she had investigated adding a screening device onto the dryer and it would be about \$25,000.00 depending on if it is automated to feed back into the hopper.

Mr. Johnson noted that the cost difference between the two proposed dryers is significant but when you add in having to replace parts and stretch out the time frame, they are not that far

apart. Ms. Brenner stated that they have also updated the cost analysis to account for updated operation and maintenance (O&M) cost.

Ms. Mancuso asked if any modifications would need to be made to the building to accommodate the *Huber*. Ms. Brenner stated that technically it would fit in the building but would recommend a small modification to the building. Mr. Moppin suggested having a crane or hoist built in to lift heavy equipment that would need accessed on the *Huber*. Ms. Castellano asked Ms. Brenner to obtain cost information on obtaining such equipment.

Mr. Cichy suggested looking into permits and pricing to add a modification to the existing hopper feed system to haul the cake if the current dryer is out, instead of liquid hauling through *Kline*'s. Mr. Varner stated they had previously hauled the cake when the incinerator was shut down for a few years.

Ms. Brenner stated that they can begin to investigate the cost of the testing and permit requirements.

Ms. Brenner showed a PowerPoint presentation highlighting each of the proposed dryers along with pros, cons, and cost comparisons.

Chairman Castellano proposed a motion to approve a dryer on the basis of design for the Authority's plant operations by conducting more research and gathering more information and to authorize the Executive Director and staff to move forward by drafting potential documents. Mr. Johnson made the motion. Mr. Murphy seconded, and the motion carried.

Mr. Johnson stated that it seems the *Huber* has a better track record. Mr. Cichy stated that he would like to see updated Engineering cost along with a scope of service and any possible additions.

Mr. Coccoresse provided the Board with a brief explanation of how Co-Stars works. He explained that the bidding process is already done at the state level, and the Authority would choose a vendor or product from that list. He also stated that the dryer could be purchased through Co-Stars and the installation services would have to be bid separately by the Authority.

Mr. Johnson asked if a performance bond would be included if we purchased the dryer through Co-Stars. Chairman Castellano stated that would be something the Authority would have to work out.

Ms. Mancuso motioned to accept the Executive Director's report. Mr. Johnson seconded, and the motion carried.

Mr. Miller presented the Business Manager's report.

Mr. Miller presented the monthly summary and budget-to-actual reports, and reviewed items addressed in the report. Mr. Miller presented the first draft of the 2022 budget and announced that he will be seeking Board approval on the final budget at December's meeting. He also stated that he will notify *Lower Paxton Township* and *Hummelstown* of budgetary information as well.

Mr. Miller informed the Board that he had received documentation to either accept or decline the Unemployment Compensation (UC) Solvency Fee. He explained that the fee would relieve the Authority from future unemployment charges, but the Authority would still have to pay into the fund. He stated the fee is more of an insurance as such. Mr. Miller also stated that we normally decline.

Ms. Mancuso motioned to decline the UC Solvency Fee. Mr. Fleming seconded, Mr. Murphy was a no vote, and the motion carried.

Mr. Miller asked for Board approval to submit the 2022 Minimum Municipal Obligation (MMO). Mr. Miller explained that the MMO is a calculation of the minimum the Authority must pay into the pension plan.

Mr. Cichy motioned to approve Mr. Miller to submit the 2022 MMO. Mr. Belles seconded, and the motion carried.

Mr. Johnson motioned to accept the Business Manager's report. Mr. Murphy seconded, and the motion carried.

Ms. Brenner presented the Engineer's report.

Ms. Brenner stated that most items were previously discussed during the Executive Director's report. She also wanted to report that the *National Pollutant Discharge Elimination System (NPDES)* permit application is currently being reviewed by *Pennsylvania Department of Environmental Protection (PADEP)*. Ms. Brenner then stated that the current developments being reviewed are for *Dunkin Donuts, Dollar General, and Capital Manor*.

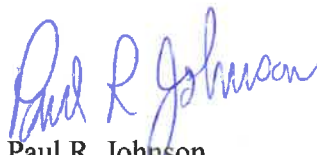
Ms. Mancuso motioned to accept the Engineer's report. Mr. Murphy seconded, and the motion carried.

Chairman Castellano adjourned the Regular Meeting at 8:26 P.M. to go into Executive Session.

Chairman Castellano reconvened the Regular Meeting at 9:08 P.M.

Chairman Castellano adjourned the Board Meeting at 9:09 P.M.

Respectfully submitted,



Paul R. Johnson  
Secretary