

NORTH MIDDLETON AUTHORITY

Board Meeting

February 15, 2018

Place: North Middleton Authority
Administration Building
240 Clearwater Drive
Carlisle, PA 17013

Time: 3:00 PM

Present: Authority members present were: Jim Hurley, Bob Reisinger, Greg Lebo and Stanley Dye. Also present were Hubert Gilroy, Solicitor; Pete Lusardi of GHD, Engineers; Jodie Fuller, Office Manager and Brian White, Chief Operator.

Visitors: None

MINUTES:

Because all Board Members had not yet had a chance to review the Minutes of the meeting held on January 18, 2018, the consensus of the Board was to delay approval of the Minutes until the next Board Meeting (March 15, 2018).

VISITORS:

No visitors were present.

SOLICITOR'S REPORT:

Mr. Gilroy reported that he and Mr. Koch had met to review some easements related to the Marion Avenue issue. He also said that he had recently sent out a Memo with guidance on competitive bidding.

ENGINEER'S REPORT:

Mr. Lusardi reviewed a written summary of GHD's activities on behalf of the Authority:

Marion Avenue Pump Station: GHD has completed the Notice of Intent to Award, and is reviewing the submitted paperwork prior to the contract awards. They will be scheduling the preconstruction meeting upon receipt of the signed Notices of Award from the contractors. The low bidder on the general construction contract is DOLI Construction at \$531,737;

and for electrical construction contract, Garden Spot Electric at \$96,217.

Following the last meeting, GHD talked to two more references for the general contractor. Both references had satisfactory experiences with this contractor.

The Consulting Engineer Certification was reviewed and signed for release of reserve funds from the sewer revenue account.

Bennington Square Subdivision Review: GHD has completed the review and is in the process of sending Mr. Koch a development review letter for Bennington Square.

MANAGER'S REPORT:

Mr. Koch's written report was sent to Board Members prior to the evening's meeting. In Mr. Koch's absence, Mr. White reviewed it at the meeting, and it included:

Marion Avenue Pump Station: Last week, Mr. Koch was advised by Howard Butler, GHD, that the references for DOLI Construction did check out with satisfactory performances and the engineers were preparing the documents for the Notice to Proceed. Mr. Koch understands that copies of the Notice of Intent to Award were in the mail to DOLI Construction, General Contractor; and Garden Spot, Electrical Contractor, for them to sign and return to the engineers. At the meeting, Mr. Lusardi reviewed the processes of the Notices.

Last month, there was a question about funding the Marion Avenue Pump Station upgrades, since the bids were higher than the estimates. Ms. Fuller and Mr. Koch reviewed the Summary of Cash Assets as of December 31, 2017, and we have a balance of \$4 million in both water and sewer funds, which puts us in good financial shape to complete this overdue project.

North Middleton Township - Sewer Revenue Account - Orrstown Bank: Last week, we sent information regarding the Sewer Revenue Account, more specifically Resolution #2012-04. If everyone is satisfied with the recommended changes and amounts, the Board's action would be to recommend North Middleton Township approve the updated Resolution #2018-04, and provide the same to Debi Ealer, so she can place it on the agenda for the next Board of Supervisors' meeting. After review of the Resolution during the meeting, Mr. Reisinger

made a motion to recommend North Middleton Township approve it. Mr. Lebo seconded the motion and it passed unanimously.

Long's Gap Road Water Extension: Last month, we sent out an information letter describing the project and cost for a short water line extension that could serve five residential properties along Longs Gap Road, just north of Creek Road. Within this letter, we outlined the project costs and the cost for each of the five property owners. We also requested that each of the five property owners respond within thirty (30) days whether they were or were not interested in continuing with the project. As of the meeting date, we have received responses from four of the five property owners and all four were in favor of continuing with the proposed water line extension. The remaining property owner has the remainder of the week to respond. After some discussion between the Board members and Mr. Gilroy regarding options to connect and lien possibilities, Mr. Reisinger made a motion, based on the four positive responses to date, to proceed with the project pending a thorough, final review with Mr. Koch upon his return. Mr. Lebo seconded the motion and it passed unanimously. Mr. Reisinger added that all issues including any rights-of-way issues or any property owners not wishing to connect would need to be discussed and evaluated with Mr. Koch at that time, as well.

Wertz Run Interceptor Upgrade: We received the DEP Planning Approval Letter for the Act 537 revisions. Within this letter is a statement that the project will need a Water Quality Management (Part II) permit for construction. We believe this portion of the application is currently being reviewed by Jinsu Kim, PA DEP. Hopefully, all of these permitting issues will soon be resolved and we can move forward with the recording of Mountain View Estates Phase II.

SUPERVISORS' REPORT:

Mr. Reisinger asked if Mr. Koch's numbers are revised on the Resolution previously discussed during the meeting. Ms. Fuller advised that they are, and Mr. Gilroy said he would review the resolution as well.

TREASURER'S REPORT:

Mr. Hurley noted there had been twenty-two (22) invoices from Suburban Labs for testing. Mr. White answered that most were for routine water testing and

that each invoice represents a separate manifest which may have one or several tests for each manifest.

Mr. Dye then reported on bills that were paid in January and stated that operating costs were as follows:

for water,	\$ 105,684.20
for sewer,	109,646.37

He made a motion to approve payment of the bills. Mr. Lebo seconded the motion and it carried unanimously. Mr. Dye then made a motion to requisition from North Middleton Township:

for water,	\$ 85,499.75
for sewer,	89,426.60

Mr. Reisinger seconded the motion and it also carried unanimously.

Mr. Dye then made a motion, seconded by Mr. Lebo, to approve a special requisition for the Fulton Bank Note payment:

for water,	\$ 47,440.40
for sewer,	160,631.53

It carried unanimously.

Mr. Dye then made a motion to approve:

From the Orrstown Capital Account:

<u>Req. #</u>	<u>To</u>	<u>For</u>	<u>Amount</u>
O-309	GHD, Inc.	Engineer-Marion Avenue PS	\$ 12167.00
O-310	Fox Tapping, Inc.	Valves Marion Avenue	17966.15
O-311	Fastenal	Marion Avenue PS	189.34
O-312	John W. Gleim, Jr.	Marion Avenue PS	1380.00
O-313	HACH	Water Plant Improvements	21895.84

Mr. Lebo seconded the motion, and it also carried unanimously.

SECRETARY'S REPORT:

Mr. Lebo commented on: a Notice of Sheriff's Sale for 416 Eisenhower Drive on March 7, 2018; checks returned by staff to customers following settlement of their properties; communications from some developers; PA Municipal Retirement System email regarding a pre-retirement seminar for March 3, 2018, for employees anticipating retirement within the next five years; a memo from Mr. Gilroy regarding bidding requirements; and Chapter 94 reporting information for the Borough of Carlisle.

PERSONNEL COMMITTEE:

No report.

OLD BUSINESS:

Board Members were reminded to turn in their Ethics Forms. Mr. Lusardi indicated he still needs to turn his in.

NEW BUSINESS:

None.

ADJOURNMENT:

The meeting was adjourned at 3:28 PM.

Respectfully submitted,

Greg Lebo
Secretary

Mary Dutchess
Recording Secretary