

**NORTH MIDDLETON AUTHORITY**

**Board Meeting**

January 18, 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, and Stanley Dye. Also present were Hubert Gilroy, Solicitor; Pete Lusardi of GHD, Engineers; Jodie Fuller, Office Manager; and E. Lee Koch, Manager.

Visitors: None

**REORGANIZATION FOR 2018:**

Mr. Gilroy was appointed as temporary Chairman of the Board. He opened the floor for nominations for the election of officers.

A motion was made by Mr. Reisinger to keep the officers on the Board the same as they were in 2017, those being Mr. Hurley as Chairman, Mr. Reisinger as Vice-Chairman, Mr. Lebo as Secretary, Mr. Shatto as Treasurer; and Mr. Dye as Assistant Secretary/Treasurer. Mr. Dye seconded the motion and it carried unanimously.

Mr. Reisinger also made a motion to keep the annual appointments the same as they were in 2017, those being Mr. Gilroy as Solicitor, GHD as Engineer, and Maher Duessel as Auditor. Mr. Dye seconded the motion and it also carried unanimously. Mr. Gilroy turned the floor back over to Mr. Hurley as Chairman of the Board.

**MINUTES:**

Mr. Reisinger made a motion to approve the Minutes of the meeting held on December 18, 2017. Mr. Dye seconded the motion and it passed unanimously.

**VISITORS:**

No visitors were present.

**SOLICITOR'S REPORT:**

Mr. Gilroy had no report. He extended thanks to the Board for the Christmas dinner in December. He also indicated that he has no objection to holding Board Meetings in 2018 on the third Thursday of the month at 3:00 PM.

Mr. Koch said that he wanted to make the Board aware that he will have five or six additional rights-of-way for the Wertz Run Interceptor, and that he would be meeting with Mr. Gilroy to discuss this.

**ENGINEER'S REPORT:**

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

Marion Avenue Pump Station: The bid opening for Marion Avenue Pump Station was on January 15, 2018. Mr. Lusardi remarked that the bids came in higher than GHD's estimates anticipated. It appears that the excavation and shoring costs were underestimated. Mr. Lusardi had the cost breakdown for the board members to review. He answered some questions Board members had regarding other bid amounts and contractors. Mr. Koch said there had been eight (8) general contractors bidding, and GHD does not recommend re-bidding.

The low bidder on the general construction contract is DOLI Construction at \$531,737; and for the electrical contract, Garden Spot Electric at \$96,217. GHD has reviewed the bids and contacted references. One reference has responded on DOLI and given a satisfactory opinion. GHD has worked on multiple projects with Garden Spot and work was satisfactory. Pending discussion with the Authority, GHD has no objections to awarding the contracts to DOLI and Garden Spot, although Mr. Lusardi did review some minimal concerns with DOLI regarding Change Orders and meeting timelines. Mr. Lusardi indicated that the contractor is responsible for by-pass pumping and that it's in their best interest to complete the job timely due to the by-pass pumping expenditure to them. Mr. Lusardi said they are awaiting the results of two additional references for Doli Construction. Mr. Gilroy asked if DOLI is qualified and Mr. Lusardi responded that they are. In response to a question, Mr. Koch indicated the amount of time to complete the job is 270 days.

Mr. Gilroy stated that he would generate something informing the Board members what kind of discretion they will have at that point. Following thorough discussion, Mr. Reisinger made a motion to issue conditional approval of the bids on the Marion Avenue Pump Station and Force Main Replacement as follows: Garden Spot Electric, Inc., for electrical; and DOLI Construction, general contractor, subject to final review by the solicitor and engineer. Mr. Dye seconded the motion, and it carried unanimously.

Marion Avenue Pump Station Construction Phase Engineering Services: GHD presented a proposal for construction phase engineering services. It is based on NMA staff performing day-to-day observation. Mr. Lusardi reviewed the services on the proposal that GHD would be responsible to perform. A motion was made by Mr. Reisinger to accept and authorize the proposal as presented. Mr. Dye seconded the motion and it passed unanimously.

Mountain View Estates Phases 6 & 7 (Second Submission): This is a resubmission of plans addressing the comment letter that GHD sent to the developer at the end of October 2017. Tim Parthemore provided the review and met with Mr. Koch to discuss review comments and provided him with a review letter. Mr. Koch said he provided the review to Alpha.

**MANAGER'S REPORT:**

Mr. Koch's written report was sent to Board Members prior to today's meeting. It included:

Marion Avenue Pump Station: Bids were received on January 15, and that was addressed under the engineer's report.

Longs Gap Road Water Extension: The Board of Supervisors is fine with the proposed format and would like to know the responses of the five property owners after they have a chance to review the proposal. The letter to the five property owners was mailed on January 8, 2018. We have asked them to respond within thirty days. At the meeting, Mr. Koch said one response has been received back so far, and it was favorable. The responder would just like a little more information on how the financing will be applied.

Wertz Run Interceptor Permits: We have not heard anything new regarding the revised planning module submittal to PA DEP. Mr. Koch reported at the meeting that we did receive the General Permit GP-11.

Carlisle Christian Fellowship: A letter was written to Pastor David Huston stating that the Authority does not care if the land remains as an easement or if they deed the property over to the Authority, and that whatever works best for the church moving forward is fine with the Authority; we just need to maintain access to our water tower. Pastor Huston was very appreciative.

Mountain View Estates Phase 6 & 7 Preliminary and Phase 2 Final: Staff met with GHD for a review of the revised plans. GHD provided a written review, but we have not had a chance to look it over yet.

Water Main Breaks: We have had several water main breaks, both the south and north side of Conodoguinet Creek. This puts pressure on us to maintain water storage, so in order to maintain adequate storage; the staff has been rotating with operating the filter plant longer, occasionally overnight when necessary. Shifts have been rotating to cut overtime costs.

It was originally planned that next week we would be installing two six-inch insert valves, one in Marion Avenue and the other George Street extended. This was moved up because of a water break at that site. At the meeting, Mr. Koch said that Fox Tapping put in two insertion valves on January 17, 2018.

**SUPERVISORS' REPORT:**

Mr. Reisinger had no report.

**TREASURER'S REPORT:**

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

for water,	\$	33,692.55
for sewer,		39,148.21

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

for water,	\$	43,646.85
for sewer,		49,102.51

Mr. Reisinger seconded the motion and it also 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-306	US Municipal	Spreader on dump truck	\$ 3934.15
O-307	L/B Water Service, Inc.	Interrogator and Meter Reading Gun	7327.89
O-308	GHD, Inc.	Engineer-Marion Avenue PS	4809.50

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

**SECRETARY'S REPORT:**

Mr. Dye commented on a customer complaint that NMA does not provide an envelope for mailing in payments; a letter from Mr. Koch to PA Historical and Museum Commission regarding the Cultural Resource Notice for NMA (regarding Wertz Run Interceptor); and a letter from Ms. Fuller to Board Members regarding filling out the State Ethics Forms for year ending December 31, 2017.

**PERSONNEL COMMITTEE:**

Mr. Koch said there is basically no report, other than two staff members continue to do well rehabbing past injuries.

**OLD BUSINESS:**

Mr. Reisinger indicated he likes the commas Ms. Fuller added to the Financial Statements.

The Board received a Thank You card from the NMA staff for the Christmas dinner.

The Board planned to adjourn in Executive Session to discuss the 2018 Wages and Benefits issue for the 2018 Budget.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

The meeting was adjourned at 3:47 PM, and the Board went into Executive Session to discuss the remaining 2018 Budget issue regarding Wages and Benefits.

Respectfully submitted,

Stanley Dye  
Assistant Secretary/Treasurer

Mary Dutchess  
Recording Secretary