

NORTH MIDDLETON AUTHORITY

Board Meeting

March 21, 2019

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

Time: 4:30 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; Barry Miller, Operator; and E. Lee Koch, Manager.

Visitors: None

MINUTES:

A motion was made by Mr. Reisinger to approve the Minutes of the Board Meeting held on February 21, 2019. Mr. Lebo seconded the motion and it carried unanimously. Mr. Reisinger asked a question about last month's Minutes, regarding Ms. Fuller's need to bump up the daily limit in order to electronically transfer money to North Middleton Township. Ms. Fuller responded that there was a form that needed to be filled out in order to do so.

VISITORS:

No visitors were present.

SOLICITOR'S REPORT:

Mr. Gilroy said he has spoken to Mr. Koch regarding some financing issues, and that Mr. Koch had sent him some sketches for easements and that he will talk with him soon about those.

ENGINEER'S REPORT:

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

Infiltration/Inflow Mitigation Program Engineering Services: Nine (9) Isco 2150 area/velocity flow meters were installed on February 14, 2019, as part of the initial basin prioritization phase of the I/I Mitigation Program. Flow meter maintenance and data collection was completed on February 28, 2019, and March 15, 2019. Site configuration issues and additional calibration is anticipated as part of the flow metering equipment installation process for new meter sites. Current plan is that GHD will rent flow meters to NMA and provide data gathering, maintenance, training, etc. NMA will eventually buy its own new flow meters and switch the new meters out with the GHD meters. Monitoring will depend on weather, but three (3) months is initial estimate.

Proposal for Wertz Run Sewer Permitting: The NPDES permit was submitted. The Water Quality Management Permit application was sent to Mr. Koch for review and signature. GHD also submitted right-of-way plats for temporary (construction) work to Mr. Koch for review.

Proposal for Water Filtration System Improvements - Design and Bidding Engineering Services: A revised proposal was submitted to the Authority on 2/21/19 for the engineering services for design and bidding. The revised proposal included the design of a new concrete clearwell. NMA is reviewing financing issues.

MANAGER'S REPORT:

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

Marion Avenue Pump Station: Within the next few weeks, DOLI, general contractor, plans to be onsite to address the punch list items. We have been having electrical issues within the pump control panel over the past two weeks. There are a series of three fuses for each leg of the three-phase power. There is a total of nine 35-amp fuses and four have failed for some unknown reason. The contractors and manufacturers' representatives were notified and they were onsite March 15, 2019, to investigate. Mr. Koch stated at the meeting that after their visit, two more had failed over the weekend. The design/builder of the control panel was contacted and advised of the problem. They sent nine new fuses (45-amp instead of 35-amp) which were changed out earlier in the day, and so far, things seem to be going okay.

Wertz Run Interceptor Project: The completed application should be sent in to PA DEP within the next week. Still need to complete easement packages for the seventeen property owners.

Inflow and Infiltration Flow Study: The flow meters are still all installed and to our knowledge are working fine. We have had two wet weather events since they were installed and now we are going through a dry period, so hopefully that will give us some contrasting flow data. We still have another two months of data collection before pulling the meters for this round. At the meeting, Mr. Koch said that earlier in the day, he had received via email a monthly report on the nine Isco flow meters, but has not had a chance to review it yet. Mr. Lebo asked if real-time information can be gotten from the meters, and Mr. Koch replied he thought that was possible. Data from the pumping stations will also help.

Water Plant Proposal and Clearwell Alternatives: Ms. Fuller and Mr. Koch met with two representatives of Fulton Bank, led by Laurie Eberle. Generally, they had a discussion of the overall water plant project. Fulton Bank has not provided us with a written proposal but did indicate they may be willing to roll over this financing with the existing revenue note. At the meeting, Mr. Koch said he had called Ms. Eberle several days ago and spoke to her for about 15 minutes. An attorney from the former Rhoads & Sinon firm could represent both parties in doing a simple agreement to fast-track things. Although Ms. Eberle never said in writing what the interest rate would be, Mr. Koch was under the impression from their conversation that the rate would mirror what we currently have, which is 2.65% (fixed rate). This current note expires September 2023.

Mr. Koch also reached out to Orrstown Bank (Mindy Loftus) and she provided us with a written proposal, a copy of which Mr. Koch had attached to his report. Their fixed rate is 3.67%. Mr. Koch wants to get together with Ms. Fuller and Mr. Gilroy quickly to structure the financing because design alone is probably 8-9 months out.

Shillington Land Development: Mr. Koch had another telephone conversation with Mr. Hugh Simpson, the developer, regarding the Shillington residential development. Mr. Simpson has now acquired an interest in the property and will provide us with a written payment proposal for the outstanding balance owed to the Authority for sewer installations in 2005-06. We

would obviously need to accept or modify his proposal and incorporate it into a written agreement with some form of security. At the meeting, Mr. Koch clarified the location of the property for Mr. Gilroy, and provided a recap of the dealings with previous owners of that development and the existing lien. He would like to see a Letter of Credit along with the payment proposal.

SUPERVISORS' REPORT:

Mr. Reisinger reported that there has been no change on the MS4 situation. They are waiting on the Final Report with the Analysis from GHD. Mr. Lebo asked Mr. Koch if he has a draft of the original MS4 details. Mr. Koch answered he does not. He is expecting to get a 90% study and he will scan it to Board Members when he receives it.

TREASURER'S REPORT:

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

for water,	\$ 122,597.18
for sewer,	237,393.50

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,	\$ 64,987.03
for sewer,	86,574.81

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-392	Commonwealth of PA	WQMP App-Wertz Run Interceptor	\$ 500.00

O-393	Commonwealth of PA	Disturbed Acreage Fee-Wertz Run	100.00
O-394	Kaylor, Allwein & Hartman	Easement Plats-Wertz Run	4920.00
O-395	L/B Water Service	Interrogator for office/lab	6100.00
O-396	HACH	2 Composite Samplers	13969.80
O-397	Borough of Carlisle	4 th Qtr 2018--Letort Interceptor	25202.66
O-398	GHD, Inc.	I&I Mitigation Program	2604.00
O-399	GHD, Inc.	Wertz Run Interceptor	4783.34
O-400	GHD, Inc.	Marion Avenue Pump Station	662.66
O-401	GHD, Inc.	Water Treatment Plant	4636.50

Mr. Lebo seconded the motion to approve the invoices, and it carried unanimously.

SECRETARY'S REPORT:

Mr. Lebo commented on: A letter to Mr. Gilroy from Ms. Fuller requesting a lien be filed on 1132 Newville Road; Benefits information from ConnectCare3 regarding Benecon Health Insurance for employees; A letter Mr. Koch wrote to PA Dept. of Labor & Industry advising that the Marion Avenue elevator was removed and returning the certification and invoice for the elevator, which no longer exists.

PERSONNEL COMMITTEE:

Mr. Koch advised the Board that an employee who recently had surgery is still out post-op. Return to work possible around April 15, 2019, but unconfirmed at this time.

OLD BUSINESS:

Mr. Koch indicated that he wants to have a feel for where we are on financing hopefully by next month, and then proceed forward. Mr. Lusardi discussed seeking advice from a financial consultant for structuring a future rate hike, once a decision is made on borrowing. He will get some financial consultant names for Mr. Koch's review.

Ms. Fuller still needs Ethics Forms.

NEW BUSINESS:

Mr. Hurley asked about the Marion Avenue leak back in January and if any solution has been reached. Mr. Koch said he contacted Abel Recon for a price on relining the lines. They have not gotten back to him with a price or proposal to date.

Mr. Reisinger commended the staff on their good work on the leak issues. Mr. Koch said he would convey Mr. Reisinger's words to them.

ADJOURNMENT:

The meeting was adjourned at 5:20 PM.

Respectfully submitted,

Greg Lebo
Secretary

Mary Dutchess
Recording Secretary