

NORTH MIDDLETON AUTHORITY

Board Meeting

May 17, 2018

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

Time: 3:00 PM

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

Visitors: None

MINUTES:

Mr. Lebo made a motion to approve the Minutes of the Meeting held on April 19, 2018. Mr. Shatto seconded the motion and it passed unanimously.

VISITORS:

No visitors were present.

SOLICITOR'S REPORT:

Mr. Gilroy had no report.

ENGINEER'S REPORT:

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

Marion Avenue Pump Station: GHD is reviewing shop drawings. It appears that it will be about two (2) months before DOLI is ready to mobilize. GHD is reviewing pumps and grinders now from DOLI and has given the first set of comments on the generator from GSE, so there is now movement on the long-lead items. The precast wet well will also be a long lead item,

which they said should be ready for review within the next couple of days. They apparently need 2-3 months after the shop drawing is approved, and are thinking of mobilizing a couple of weeks before that is ready to go. Therefore, it will be about two (2) months before they mobilize.

D2017 Annual Report: Mr. Lusardi received the additional information he needed from Mr. Koch and Ms. Fuller on May 16, 2018. Hannah Stewart will send Mr. Koch a PDF of the report for review by the middle of next week.

Long's Gap: Messrs. Koch and Lusardi discussed water pressures for new customers. Based on estimated highest elevation customer of 530 feet and normal minimum tank level of 613 feet, normal minimum pressure for highest elevation is 36 psi.

I&I Proposal: At the meeting, Mr. Lusardi indicated that the proposal will be ready by the next Board Meeting. He stated that he has met with Mr. Koch. Mr. Reisinger added that he has brought the matter to the Supervisors' attention and they agree that something needs done.

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: There is no activity at the project site. The monthly project meeting scheduled for May 2, 2018, was canceled due to inactivity from General Contractor, DOLI. The next meeting is scheduled for Wednesday, June 6, 2018, at 9:30 AM.

Wertz Run Interceptor Upgrades: We now have a total of six of the eight temporary construction easements. The locating of the outside boundary of the temporary easement was helpful. We made an adjustment to one of the temporary easements by moving a portion of the easement to the other side of the permanent easement, which made sense to both parties. Mr. Koch anticipates getting two additional temporary construction easements this month.

The last (final) temporary easement may be an issue. This property owner has a lot of stuff located on the permanent easement, including a chain link fence. We sent them a letter on April 23, 2018, which included a copy of the recorded permanent unobstructed right-of-

way in the rear of their property. In the letter, we requested they begin to move the obstructions out of the permanent right-of-way so we can begin with construction by mid-June, weather permitting. We followed up with a phone call on May 4, 2018, and asked if they had received the letter and if they had any questions regarding the permanent right-of-way. He acknowledged they received the letter and he indicated he would move his stuff and relocate his fence. Mr. Koch advised we would have a survey crew establish the limits of the permanent right-of-way.

We have already discussed this issue with the contractor and we feel if we get his stuff relocated we will be able to work with just the permanent easement. One of the factors in our favor is the line is shallow in this area of the project. Mr. Koch discussed this situation in more detail during the meeting.

Longs Gap Road Water Line Extension: Last week, we visited some of the properties involved with the water line extension. After being onsite, we decided to take pressure readings at the Creek Road fire hydrant and measure the distance of the service runs to determine if the sizing of service laterals would need to be increased. A few of the runs are approximately 160' from the mainline. We also reviewed the elevations of the sewer manholes which provide a baseline elevation of the roadway. The static pressure reading at the fire hydrant was 54 psi. The roadway elevation at the manhole adjacent to this fire hydrant is 502.92. From that point heading north towards Bellaire Avenue, the roadway elevation increases to 518.46 at the top of Bellaire Avenue. This, along with the fact the houses, especially on the west side of Longs Gap Road, rise above the roadway elevation and are built upon a hill, will decrease the static pressure (not moving) and will result in a reduced residual pressure (moving) of water. The residual water pressure will decrease the higher elevation the house is located and if they have a second story. We are having our information checked by the engineer. We are also sending out a letter to the five property owners advising them of the lower water pressure with this project depending upon the elevation of their home. A copy of the letter was included with the written report Mr. Koch provided to Board Members prior to the meeting.

Vac-Con Flusher/Vacuum Truck: The flex plate for the engine that operates most of the equipment on the truck is sheared and will need replaced. The truck is still under warranty. We had a mechanic review the operations on the truck, specifically the hydraulics,

the week prior to the flex plate shearing, and he stated the truck is operating fine and to continue to use it. The following week, the flex plate sheared. There were only 133 hours on it. The unit has been transported to the maintenance shop close to Valley Forge. There is no time table on when it will be repaired.

Water Rate Resolution: The resolution was approved and signed by the Board of Supervisors on May 3, 2018. The resolution has an effective date of June 15, 2018, which is set according to our billing system reading dates.

Joint Resolution for Connection Fees: We still need to prepare and adopt a similar resolution for the Longs Gap Road Water Line extension. Mr. Gilroy is to prepare so we can have this passed and signed by both Boards.

Water Meter Test Results: The water meter was tested for 4 Heather Drive, results were 99.87% accurate, which is very good and well within American Water Works Association (AWWA) & Pennsylvania Public Utility Commission (PUC) Standards. The tenant was sent a letter and provided a copy of the test results. We also offered them an opportunity to enter into a payment program and provided them with water-saving tips for their consideration. At the meeting, Mr. Koch updated that the tenant has since come in and started on the payment plan.

SUPERVISORS' REPORT:

None.

TREASURER'S REPORT:

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

for water,	\$	78,515.09
for sewer,		57,167.20

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

for water,	\$	75,953.13
for sewer,		77,143.56

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

Mr. Shatto then made a motion, seconded by Mr. Dye, 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. Shatto then made a motion to approve:

From the Orrstown Capital Account:

<u>Req. #</u>	<u>To</u>	<u>For</u>	<u>Amount</u>
O-326	Frankford, Josiah & Taylor	Temp Easement - Wertz Run Interceptor	\$ 300.00
O-327	Beard, Robert & JoAnne	Temp Easement - Wertz Run Interceptor	300.00
O-328	Bennett, Ronald & Phyllis	Temp Easement - Wertz Run Interceptor	300.00
O-329	Bender, Alex S.	Temp Easement - Wertz Run Interceptor	300.00
O-330	Martson Law Offices	Legal-Wertz Run Interceptor	21.00

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

SECRETARY'S REPORT:

Mr. Lebo commented on: some letters sent to customers requesting payments on their bills; letter to a holding company of a rental property advising that NMA needs to access the property to get a true meter reading rather than another estimated one; eight letters from Mr. Gilroy regarding satisfied liens as requested; a letter from DEP regarding a Notice of Violation, as discussed in previous meetings. Mr. Koch stated that DEP finally sent out the actual letter, but it had attachments and was confusing, so he emailed them with some questions. It was identified as a Tier 3 which enables us to put it into a CCR, which we had already done. Mr. Koch

said the Notice was due to a missed sampling date and did not affect any sampling test results.

PERSONNEL COMMITTEE:

Mr. Koch reported that another person has been hired for part-time work over the summer months, and that the employee is a current member of the NMA Board. The consensus of the Board after discussion was to approve the part-time hire.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

The meeting was adjourned at 3:30 PM.

Respectfully submitted,

Greg Lebo
Secretary

Mary Dutchess
Recording Secretary