

NORTH MIDDLETON AUTHORITY

Board Meeting

November 29, 2018

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

Time: 3:00 PM

Present: Authority members present were: Bob Reisinger, Blaine Shatto, Greg Lebo 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 Board Meeting held on October 18, 2018. The motion was seconded by Mr. Shatto and carried 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: The contractor is making good time on construction. Most building work has been completed. The work remaining is the generator, pump equipment and start-up.

Proposal for Infiltration/Inflow Mitigation Program Engineering Services: The original Proposal was provided to the Authority at the October Board meeting. At that meeting, Mr. Koch requested that GHD provide cost for additional services for the metering portion

of the study, including the rental, installation and operation of the meters. The Proposal was revised to include this work, which is \$7,500 per month, for a typical wet weather-monitoring period of six (6) months. At the meeting, Mr. Koch said he would like to know what a meter would cost for the Authority to buy outright. Mr. Lusardi said he would get that information. Mr. Koch added that having the information would enable the Board to decide whether the Authority should own or lease the meters, depending on the cost. Mr. Lusardi provided more detail on what kinds of services were involved for the \$7,500 Proposal, including installation, calibration, set-up and maintenance of the meters. He suggested that approving the Proposal could also free up Authority manpower to a certain degree, to work on other things requiring attention.

In response to a statement made by Mr. Reisinger, Mr. Koch replied that we realize there are some particular I&I issues that need to be located and addressed. He agreed with Mr. Reisinger that the initial I&I study needs to begin. He explained that the scope of the project is an initial look and study as to where the problems are, but it will not pinpoint them. He pointed out that we do fix what we find. Mr. Lebo made a motion to contract with GHD to do the initial I&I Study, and to allow management to make the decision on rental vs. purchasing the meters. Mr. Dye seconded the motion and it carried unanimously.

Proposal for Wertz Run Sewer Permitting: The Proposal for this work has been submitted to the Authority for its review, for Time and Materials work not to exceed \$32,000. At the meeting, Mr. Lusardi reviewed the Proposal briefly. Mr. Koch provided a recap of the piping size issues affecting this area, and added that it must be addressed. He has already authorized GHD to do the wetlands, so some of the work has been started. It could not wait. There is currently an approved plan with 20' easement in in place, which will need to be expanded for construction to 40. Following some discussion, Mr. Shatto made a motion to authorize GHD to proceed. Mr. Dye seconded the motion and it passed unanimously.

Proposal for Water Filtration System Improvements - Design and Bidding Engineering Services: The Neptune Microfloc Aquarius treatment units are currently offline for maintenance. NMA water purchase for the 3rd Quarter from MTMA averaged 575,532 gal/day, which is not greatly above the Agreement volume of 500,000 gals/day.

A Proposal was submitted to the Authority on November 12, 2018, for the engineering services for design and bidding. A revised project cost was attached to Mr. Lusardi's report, which he reviewed with the Board during the meeting. He said that a not-to-exceed basis was proposed for up to \$230,000. This includes the geo-technical boring, the environmental permitting, the design and bidding.

In addition, on the reverse side of Mr. Lusardi's report was a Construction Cost Estimate for New Pretreatment on New Footprint and Filters in Existing Building. He briefly reviewed it and explained that the original cost estimate of \$2.6M increased to \$2.78M due to the addition of construction phase engineering. He indicated that it is a very conservatively designed facility for this type of water source, based on what GHD has done for other projects of this type for similar clients with similar water quality. We are exempt from land development and zoning, aside from notifying our "neighbor" that we are doing this project. The neighbor to NMA is the Township. The usage of a pole building to shelter basins was also discussed as part of the project.

Mr. Koch told the Board that NMA staff is fully onboard with going in this direction with the water filtration system. Mr. Dye asked if there are other plants Board members could visit that are similar to the project scope, so they could get a good understanding of what it would be like. Mr. Lusardi answered that the plant at New Oxford is similar and Elizabethtown would also be good. Chester Water Authority is a possibility as well. Mr. Dye suggested that Board members make such a visit. Mr. Lebo said he thought it would be a good idea to look at least one plant. Mr. Lusardi added that the Carlisle plant is also similar, but not exact. Mr. Koch agreed that a visit to a similar plant is a good idea, and the Board's consensus was in agreement. Mr. Koch said he would set up a visit at the Carlisle plant as soon as it can be arranged.

MANAGER'S REPORT:

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

Marion Ave. Pumping Station Project: The project continues, along with the building being erected. Piping and other equipment is being installed within the wet well, which has been coated. Roofing material is roughed in, still needs to have shingles installed.

Most of the electrical conduits have been roughed in. Electrical cabinets and control equipment have been installed. At the meeting, Mr. Koch updated that earlier in the day, PPL turned on the power to the new station. The genset's in place. The building is closed in and weathered in. They still need to do some caulking and close up and seal the boxed out conduits from the weather. At the next contractors meeting, Mr. Koch will be pushing to get the roads based in.

Wertz Run Interceptor Project: This project was planned back in 2009/2010 and ended up with an agreement with Getty's to replace 1200 feet of 8" pipe with 12" pipe. This was completed this year under very adverse weather conditions. The Gleim Group advised Mr. Koch when making the final connection that the downstream manhole discharge pipe was only 8" and not 12" as previously believed. There are still three manhole sections that will need to be upgraded to 12" pipe. To move this along, Mr. Koch has authorized GHD to prepare a Proposal to permit and design this for construction in 2019.

Douglas Drive Sewer Damage with PPL Cables: Mr. Koch worked with Thomas Halma, PPL Claims Specialist with the Office of General Counsel, on the Douglas Drive sewer line repair. Mr. Koch provided him a brief description of the problem and also provided a summary of the repair cost. Mr. Halma returned with an offer of \$2000 to resolve the issue, given that we had a shared interest in the repair. Mr. Koch accepted their offer and signed a release form, which was reviewed by Mr. Gilroy. That issue is now resolved and hopefully, we do not encounter it again in the future.

Sewer Line TV Inspections: With the wet weather, we have been going out into the sewer system with our video equipment. We are seeing numerous tree root masses at the lateral locations. Tree roots enter into the pipe systems at joints or cracks in the pipeline and then once in the lateral pipe, they grow into large masses. The masses can cause additional pipeline failures or pipeline blockages which result in backups for the property they serve. These situations can often result in thousands of dollars for preventive maintenance or replacement costs. Our intent is to provide notice to the property owners that we have noticed what appears to be tree roots in their laterals, headed towards our water main. At the meeting, he discussed various methods for treating this problem, and the pros and cons of some.

Pine Manor Mobile Home Park: FYI - We recently learned that Pine Manor Mobile Home Park is installing water meters at each of their lots at their own expense. It is our understanding that they intend to invoice the tenants according to their usage. We are getting phone calls about this situation from tenants and have been advising the callers that we do not have anything to do with this action by Pine Manor. Jodie Fuller said most of the calls are asking what the rates are, as the letters they received from the park informing them of the change did not state them.

Budget Meeting: The Budget Meeting originally scheduled to have taken place prior to the re-scheduled regular Board Meeting on November 29, 2018, had to be canceled due to not all Board Members being able to attend the meeting(s). Jodie Fuller explained that a re-scheduled Budget Meeting would have to be advertised. The issue was tabled until after the meeting was adjourned.

SUPERVISORS' REPORT:

No report.

TREASURER'S REPORT:

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

for water,	\$	72,890.50
for sewer,		60,470.84

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

for water,	\$	70,724.64
for sewer,		57,838.45

Mr. Dye seconded the motion and it also passed unanimously.

Mr. Shatto 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. 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-367	DOLI Construction	Construction- Marion Avenue	\$ 91390.00
O-368	Garden Spot Electric	Electrical-Marion Avenue	24255.00
O-369	Duffield Asso- ciates	Consulting-Marion Avenue	1363.54
O-370	L/B Water	Marion Avenue Pump Station	733.66
O-371	Fastenal	Marion Avenue Pump Station	324.89

Mr. Reisinger asked if the Requisitions had been properly reviewed and Mr. Koch replied that all appropriate parties had looked them over. Mr. Dye then seconded the motion, and it also passed unanimously.

SECRETARY'S REPORT:

Mr. Lebo commented on: An engagement letter from Maher Duessel for the audit for the next three years. The quote remained the same for 2018 as 2017's quote, with feasible graduating increases for the following two years; email from Strickler Insurance regarding cancellation notices for insurance policies. A new application has been submitted; a Notice from Pollu-Tech, Inc. regarding the price of polymer increasing; communications with Wertz Run property owners and Faith Circle and Spring Road property owners regarding work being done in their areas; letter from DEP regarding changes to Chapter 109-Safe Drinking Water Regulations: General Update and Fees Rule. NMA will pay a fee of \$10,000 next year, and Mr. Koch advised this is all new and will be included in the Budget.

PERSONNEL COMMITTEE:

Mr. Koch reported that one of the newer staff members, Jerry Trolinger, had studied at HACC this past fall for his sewer operators certification/license and successfully passed the test. Once he completed the sewer exam he had a little extra time so he opted to take the general exam for water certification even

though he had not studied for it. He also passed that test. Mr. Koch felt this was commendable and wanted the Board to be aware of it.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

The meeting was adjourned at 3:59 PM, so the Board could look at schedules to plan the Budget Meeting.

Respectfully submitted,

Greg Lebo
Secretary

Mary Dutchess
Recording Secretary