

**NORTH MIDDLETON AUTHORITY**

**Board Meeting**

February 15, 2016

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

Time: 6:00 PM

Present: Authority members present were: Jim Hurley, Bob Reisinger and Stanley Dye. Also present were Hubert Gilroy, Solicitor and E. Lee Koch, Manager.

**MINUTES:**

Mr. Reisinger made a motion to approve the Minutes of the Board Meeting held on January 18, 2016. Mr. Dye seconded the motion and it passed unanimously.

**VISITORS:**

None.

**SOLICITOR'S REPORT:**

No Report.

**ENGINEER'S REPORT:**

Ms. Stewart was not in attendance but provided a written summary of GHD's activities on behalf of the Authority:

**CRAPS #2 Upgrade:**

- The General Contractor, PSI has been onsite for the last couple weeks.
- NMA Staff have been onsite to oversee excavation as needed.
- Progress Meeting #2 was held for the project on Wednesday, February 10, 2016. Communications between the Contractors, NMA and GHD has been very good and we are all expecting the project to run smoothly. The next scheduled progress meeting is March 2, 2016 @ 9:00 AM.

## **Annual Report:**

- At the end of 2015, GHD worked with Strickler Insurance Agency and NMA staff to update insurance values.
- GHD will provide the list of information required to complete the report this week. We plan to have a draft report to staff prior to the March meeting.

## **MANAGER'S REPORT:**

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

**PA DEP FPPE Meeting:** On February 1<sup>st</sup> we had a meeting with DEP staff as a follow-up to the evaluation completed on November 17-18, 2015. This is a meeting to review the overall findings. Overall the rating received from DEP was satisfactory.

The Filter Plant Performance Evaluation (FPPE) is an evaluation using the optimization level of performance and not based upon regulatory requirements. Optimization is the process of striving to improve the effectiveness of each treatment process in order to provide the highest level of consumer protection from waterborne pathogens.

The weakest link (process) of this filter plant is the settling tank, also known as tube settlers. We have a package plant and most if not all package plants have this particular fault, in which the amount of detention time through the tube settlers doesn't consistently allow for us to meet the optimization goals. There is a possibility that we as operators can help to meet the optimization goals by slowing flow rates but without changing the size of the tank or the type of settling process there is only so much we can do. As stated earlier we meet the regulatory statues, but this review is based upon optimization goals.

We meet again with Pa DEP staff in 90 days to review our findings on their comments. We have asked Pete Lusardi, GHD to review the FPPE and we will meet with him soon to discuss.

**Billing Information- Credit Cards:** Last month we briefly touch upon Munici-pay a third party company that processes credit card transactions for a fee. One of the issues with Munici-pay is the issue of liability

in which Munici-pay limited its own liability by deferring it all back to the Authority.

So we looked into another company, Hamer Enterprises, recommended by Pennsylvania Rural Water Association and operating out of Texas with a product called EZ-NETPAY. The program works much the same way as Munici-pay in which a fee is collected for each transaction paid by the credit card holder, not the Authority. They do limit their liability to what has been collected but they do not defer any liability back to the Authority.

We contacted several of their municipal clients in Pennsylvania, mostly small municipal authorities and they had very favorable comments for the staff at Hamer Enterprises. According to the individuals contacted they have had very little if any problems with this company.

**SUPERVISORS' REPORT:**

Mr. Reisinger reminded the Board that Municipal Separate Storm Sewer System (MS4) still needs to be discussed in the near future. They are thinking about having a joint meeting to discuss this issue.

**TREASURER'S REPORT:**

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

for water,	\$	70,901.14
for sewer,		72,934.44

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

for water,	\$	40,462.86
for sewer,		42,402.30

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

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

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

It passed unanimously.

Mr. Dye made a motion to approve:

**From the Orrstown Capital Account:**

<u>Req. #</u>	<u>To</u>	<u>For</u>	<u>Amount</u>
0-189	Grainger	WTP Filter Replacement	227.86

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

**SECRETARY'S REPORT:**

Mr. Lebo was absent so the Board as a group reviewed the Correspondence Report and there were no issues to report on.

**PERSONNEL COMMITTEE:**

No Report.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

The meeting was adjourned at 6:21 PM.

Respectfully submitted,

Stanley Dye  
Assistant Secretary/Treasurer

E. Lee Koch  
Recording Secretary