

**NORTH MIDDLETON AUTHORITY**

**Board Meeting**

November 21, 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, Stanley Dye, Blaine Shatto and Greg Lebo. Also present were Hannah Stewart of GHD, Engineers; Dave Parks, Solicitor; Brian White, Chief Operator; Jodie Fuller, Office Manager, and E. Lee Koch, Manager

Visitors: None.

**MINUTES:**

Mr. Lebo made a motion to approve the Minutes of the Board Meeting held on October 17, 2016. Mr. Dye seconded the motion and it carried unanimously.

**VISITORS:**

No visitors were present.

**SOLICITOR'S REPORT:**

Mr. Parks said that Mr. Gilroy had an opportunity to review the utility licenses from the Turnpike and had recommended the Board approve and sign. Mr. Parks added that the sales of the nutrient credits, detailed below in the Engineer's Report, also be approved and signed off on. He indicated that some revisions had been discussed and agreed upon with the affected Townships. Mr. Koch offered more detail regarding the discussion/revisions. Mr. Lebo made a motion to approve the Turnpike utility license agreement and the Nutrient Credit sales. Mr. Shatto seconded the motion and it passed unanimously.

## ENGINEER'S REPORT:

Ms. Stewart reviewed a written summary of GHD's activities on behalf of the Authority:

WWTP NPDES Renewal: There is no update. GHD is still waiting on the draft permit from DEP. Once it is issued, there is a thirty (30) day public review period. At that time, GHD will review it and provide a memo to NMA highlighting the differences between this permit and their current permit and provide any suggested comments to DEP.

### Marion Avenue Pump Station Upgrade and Pheasant Run Force Main:

Marion Avenue: GHD received notification from DEP on 11/14/16 that they have reviewed GHD's request and supporting documentation, and essentially agree that the proposed location of the new pump station is outside of the floodway and therefore, does not require a full encroachment permit. GHD will still need to do a general encroachment permit (GP-11) for the stream crossing for the water line replacement, which they have always known.

Pheasant Run: The flow meter on Mary Lane has been in service for a little over a month; however, there have not been any major rain events since the installation. GHD plans to keep the flow meter in place until North Middleton sees at least a couple of large storm events. Depending on the weather, this could be until spring.

After discussion with Mr. Koch, GHD is holding off submittal of the WQM Pt. II permit for now. They hope that they will be able to permit Marion Avenue and Pheasant Run together. If it appears that they will be held up too long waiting on data for Pheasant Run, and the replacement of Marion Avenue pump station becomes more urgent, they can move forward with Marion Avenue separately. Mr. Koch stated that if another month with dry weather passes, we should go ahead with plans for Marion Avenue.

Brubacker Development: Tim Parthemore continues to review updates.

Chlorine Booster at the Elevated Water Tower Project: GHD sent an updated proposal to Mr. Koch, which included a reduced scope for GHD - up to the 60% design and permitting. Mr. Koch had provided copies of several pages of the \$12,000 proposal (scope) to the Board with his Manager's Report, prior to the meeting.

He indicated that the proposal covers what the Authority needs to get going on the chlorine booster system. He said he would like to meet again with Ms. Stewart, Mr. Lusardi, Mr. White, and possibly a couple of Board members to discuss further. He and Mr. White have talked about several options, such as how some valve changes may possibly assist with the system, as well as some changes with the tower. There is also the possibility of buying some water from Middlesex Township at certain times of the year, and that should also be explored. He stated that regardless, the Authority plans to do the chlorine booster system in-house.

Nutrient Credit Trading: Because of the performance of the NMA WWTP for the September 2015-October 2016 water year, the plan generated Nitrogen and Phosphorus credits. GHD was approached by CRW and Antrim Township, who both needed Total Nitrogen credits. CRW's standard agreement was modified and sent to NMA's solicitor and Antrim Township's solicitor for review. The agreements are for:

- NMA to sell 70 TN credits to Antrim Township @ \$2.50 ea.  
**Total: \$ 175.00**
- NMA to sell their remaining 4572 TN credits to CRW @ \$1.50 ea.  
**Total: \$ 6,858.00**

If all looks good to the Authority, once signed by NMA, GHD will get the signatures from CRW and Antrim Township and send to DEP for "registration". Once registered, GHD will work with NMA to complete their end of the year, true-up form.

#### MANAGER'S REPORT:

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

A reminder of the Draft Budget Meeting that was scheduled to be held an hour prior to the evening's regular Board Meeting (11/21/16, 5:00 PM).

Chlorine Booster Station at Elevated Water Tower Project: Attached to Mr. Koch's report was a proposal and scope of services detailing the services GHD will provide for this project. The intent is to be able to get the size of the building, layout and manufacturer's cut sheets on the proposed equipment. The proposal does not include final design drawings or

specifications, as we are planning to build this using our own forces with the help from Township's road crew.

Sale of Nutrient Credits: The performance of the wastewater treatment facilities during the past water year of October 1, 2015, through September 30, 2016, has generated nutrient credits which can be sold. We were able to generate 4642 nitrogen nutrient credits for NMA to sell to other treatment plants that need them for whatever reason. With help and assistance from Hannah Stewart, GHD, we submitted data to PA DEP and DEP has verified we have generated the 4642 nitrogen nutrient credits for NMA to sell.

Also with assistance from Hannah, two treatment facilities would like to enter into contracts to buy these credits from us. This is a one-time deal for this year only; next year may be different, in which we may or may not generate enough credits to sell. The contract is a standard contract and Mr. Koch has asked Mr. Gilroy to review, since this is our first time dealing with the sale of nutrient credits. The sale of the credits will provide us with \$7033 for this year.

Turnpike License Agreements for the Brubaker Project: The Brubaker Land Development Project is proposing to install one water main and one sewer main from the Borough of Carlisle's water and wastewater systems. The proposed siting of these main lines will require the permitting and/or licensing approvals from both the Pennsylvania Turnpike Commission and the Pennsylvania Department of Transportation. We have received the packets containing the licensing agreements required from the Pennsylvania Turnpike. The licensing agreements with the Turnpike will be between North Middleton Authority and the Turnpike. Copies of the two agreements were provided to Mr. Gilroy for his review and comments. Basically, the agreements are written by the Turnpike for the Turnpike. PennDOT's Highway Occupancy Permits will follow after these are signed and verified.

#### **SUPERVISORS' REPORT:**

Mr. Reisinger reported that North Middleton Township hired an engineer to work on the Chesapeake Bay Reduction Plan (HRG). Mr. Hurley said that NMA is waiting for NMT to tell us what we need to do. Mr. Reisinger also said that he agrees with Mr. Koch about the options discussed during the Engineer's Report on the chlorine booster system, particularly buying water from Middlesex Township when beneficial.

**TREASURER'S REPORT:**

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

for water,	\$	48,041.63
for sewer,		48,337.92

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

for water,	\$	42,194.73
for sewer,		41,194.96

Mr. Lebo seconded the motion and it also passed 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 passed 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-220	GHD	Engineer-Marion Ave/ Pheasant Run	\$ 3204.32

Mr. Dye seconded the motion and it passed unanimously.

**SECRETARY'S REPORT:**

Mr. Lebo commented on:

- An emailed Notice to Mr. Koch from Christina Hoch concerning 112 Oriole Drive. The resident received the notice about the Total Organic Carbon

ratios within the water and was concerned because his mother has health concerns. He requested Mr. Koch return his call. At the meeting, Mr. Koch stated that he did call the customer and explained the reporting notice to the customer.

- A Notice from Travis at Korporate Computing that he needs to install the new firewall. This will be done on December 5, 2016. Mr. Lebo pointed this out, because it is an annual upgrade.

**PERSONNEL COMMITTEE:**

No report.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Mr. Hurley had suggested in an email to Mr. Koch that we look into refinancing and also borrowing money for a water line extension on Longs Gap Road. The matter was previously discussed at the October meeting. Mr. Koch said he would look into inquiring with two or three lenders that we have talked to before. Ms. Stewart was asked to give an estimate of construction costs involved for the water line.

**ADJOURNMENT:**

The meeting was adjourned at 6:34 PM.

Respectfully submitted,

Greg Lebo  
Secretary

Mary Dutchess  
Recording Secretary