

**NORTH MIDDLETON AUTHORITY**

**Board Meeting**

October 17, 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 and Pete Lusardi of GHD, Engineers; Hubert Gilroy, Solicitor; Brian White, Chief Operator; and E. Lee Koch, Manager

Visitors: None.

**MINUTES:**

A motion was made by Mr. Shatto to approve the Minutes of the Board Meeting held on September 19, 2016. It was seconded by Mr. Dye and passed unanimously.

**VISITORS:**

No visitors were present.

**SOLICITOR'S REPORT:**

Mr. Gilroy had no report.

**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: GHD is waiting to hear back from DEP on the Ch. 105 permitting issues. In September, DEP confirmed that we need to consider the drainage area behind the station as an unnamed tributary for permitting. Therefore, in September, GHD sent them a 100-year storm water analysis demonstrating the water level in the unnamed tributary does not come above the top of the bank.

A construction easement will be necessary to complete the work. A preliminary proposed construction easement has been drafted for NMA's discussion with Jeff Austin, who owns the properties on both sides of the pump station property. GHD will work with the solicitor to establish the necessary easement.

Now that we have just entered metering season, GHD has installed a flowmeter in downstream of Mary Lane. Once they have reviewed the flows of a few storm events through that meter, they can evaluate if rerouting the Pheasant Run force main from Reservoir Drive to Douglas Drive/Virginia Ave/Mary Lane is a feasible option. Mr. Koch asked how long GHD plans to leave the flowmeter in place, and Ms. Stewart estimated probably a couple of months. It will be checked on approximately every two weeks, but she stated that there is also an alert set up on it so if there are high flows or a signal is sent out, they will go check on things. Mr. Lebo asked if this checks on leaks, and Mr. Koch answered that it does not, but merely monitors high flow situations to ensure there is capacity for all the areas being looked at.

At the meeting, Ms. Stewart presented Board Members with a hand-out of a Meter Site Profile for this project.

Brubacker Development: GHD received updated plans from RAV within the last couple of weeks. Tim Parthemore is reviewing. Mr. Koch updated the Board that the Planning Commission's approval was issued to move forward to the Board of Supervisors. Conceptually, the Planning Commission was ok with the plan, but there are a lot of things that still have to be done. He added that usually when the Board of Supervisors moves to approve a plan like that, it is made with conditions that all comments and approvals from other agencies are satisfied.

Chlorine Feed at Cranes Gap Road Elevated Storage Tank:  
At the September meeting, GHD provided a proposal for engineering services to design, permit, bid and award a chlorine booster station at the Cranes Gap Road elevated water tower. Pete Lusardi was in attendance to help answer any questions or concerns the Authority has regarding a chlorine booster station installation.

At the meeting, Mr. Lusardi addressed concerns regarding how disinfection by-products may be affected by adding chlorine. He stated that the mixer was the first part of probably a series of things that will need to be done. Mr. Koch said that the Borough of Carlisle did multiple things with their tank. Mr. Lusardi said that Carlisle does not use the full tank and explained their process. NMA's tank is different than Carlisle's. Mr. Lusardi explained the minimum of what DEP is willing to accept as a disinfection residual, and said that our options are to boost chlorine to the whole system and run the risk of forming more disinfection by-products, or to add a boost of chlorine to a limited part of the system in order to meet DEP's minimum disinfection residual. If the latter option is chosen and it increases the disinfection by-products in that area, the addition of chlorine would need to be fine-tuned to avoid the violation of disinfection by-products, which can be difficult. After some additional discussion, Mr. Koch recommended moving forward with getting the basic design and construction permit with assistance of the engineers. He detailed some of the work that will need to be done regarding manholes, and feels most of the work can be done in-house. Mr. Reisinger made a motion to approve GHD securing a basic design and construction permit. Mr. Lebo seconded the motion, and it passed unanimously.

#### MANAGER'S REPORT:

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

Lead and Copper Test Results: Every three years, the Authority has to set up with twenty residential customers to have the lead and copper levels in their drinking water tested. The lead and copper tests have to be checked at locations which have the greatest risk of lead and copper leaching into the drinking water from their pipes and faucets. The test is on how aggressive the finished water is on creating a reaction on the internal plumbing systems of the locations being tested. We are pleased to state that all twenty sites

tested during this round were lower than the maximum allowable levels set by EPA and PA DEP for lead and copper. All of the participants have been advised of their test results.

Longs Gap Road - Possible Water Project: We need to determine how far we should survey the residents for a possible water line extension. Maps were brought to the meeting for discussion purposes. The Board's consensus was to survey the entire Long's Gap Road area. Mr. Koch said the survey would be gotten out after the budget process.

Minimum Municipal Obligation Worksheet for North Middleton Authority Pension: This is a required worksheet that is completed every year and is to be submitted to the Pennsylvania Municipal Retirement System by October 14, 2016.

Tier II Notice for the Northern Portion of the Water Distribution System: The performance ratio for TOC based upon an annual running average is still computing lower than the required level of 1.0. The annual running average is compounded by the issue of PA DEP inserting zeros for the months we did not test for source water TOC or finished water TOC. As stated in the public notification manual, we are required to issue a second quarterly notice to the customers who are provided with this water which is in the northern area of the distribution system. This notice will be mailed. A copy of the second notice was attached for Board Members' review.

Chlorine Booster System for the Elevated Storage Tank:

\* Will a booster system help to elevate the chlorine levels within the distribution system? The answer is yes, but it will not eliminate the issue of low chlorine levels in the large water mains with little or no turnover.

\* Could the increased levels of chlorine affect other parameters such as disinfection by-products? It definitely can, which is a concern. Adequate chlorine residuals are needed to protect public health from water borne disease, but at the same time, chlorine could/may combine with organic compounds to form disinfection by-products.

\* To move forward, what has to happen? We need a basic design and to complete a permit application to submit to PA DEP for a construction permit. We will need the assistance of the engineer to help prepare the basic design and permit application.

\* Construction: There are two choices - bid the work out or complete the project in-house, using our own forces.

Miscellaneous: Ms. Stewart mentioned that when she had been at the Authority recently, she and Brian White had discussed a broken pump at Meadowbrook that may need to be re-permitted. Mr. White added that a part had been broken off and would be expensive to replace. This will be looked into further.

**SUPERVISORS' REPORT:**

Mr. Reisinger mentioned MS4 and that we will need to decide within the next couple of months how to proceed.

**TREASURER'S REPORT:**

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

for water,	\$	50,850.17
for sewer,		53,629.01

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,	\$	49,650.15
for sewer,		53,088.15

Mr. Lebo seconded the motion and it also 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-217	GHD	Engineer-Marion Ave/ Pheasant Run	\$ 3017.25
O-218	GHD	Engineer-CRAPS#2	1110.00
O-219	GHD	Engineer-Marion Ave/ Pheasant Run	3283.90

Mr. Reisinger seconded the motion and it passed unanimously.

**SECRETARY'S REPORT:**

Mr. Lebo commented on:

- A letter from a landlord whose rental property had leaky toilets and he requested a discount.
- A letter regarding water and sewer service abandonment on the Orris property. Mr. Koch explained the circumstances regarding the issue.
- A letter from PA DEP about the Certificate of Accreditation renewal due to expire on January 31, 2017. Mr. Koch indicated it has already been filed for.
- PMAA Region 4 Fall meeting on November 2, 2016.
- Notice from Volvo Construction Equipment regarding inventory of bulk material stored at their facility. Mr. Koch said they are required to notify public water services.
- Munilink software installation of new enhancements.
- Tetra Tech letter to the Authority regarding pipeline project. Mr. Koch said this is also a standard notification to public water suppliers but he also sent Tetra Tech a letter regarding the Authority's concerns with the pipeline project, so that we can go on file as having voiced our concerns.
- A letter from South Middleton Township Municipal Authority advising that the amended price for water purchase is now \$0.54 per one thousand gallons. Mr. Koch informed the Board this is a reduction.

**PERSONNEL COMMITTEE:**

No report.

**OLD BUSINESS:**

Mr. Hurley asked about scheduling the Budget Workshop Meeting. It was set for Monday, November 21, 2016, at 5:00 PM, prior to the next regular Board Meeting.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

The meeting was adjourned at 6:43 PM.

Respectfully submitted,

Greg Lebo  
Secretary

Mary Dutchess  
Recording Secretary