

NORTH MIDDLETON AUTHORITY

Board Meeting

January 16, 2017

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 and Greg Lebo. Also present were Hannah Stewart of GHD, Engineers; Hubert Gilroy, Solicitor; and E. Lee Koch, Manager

Visitors: None.

REORGANIZATION FOR 2017:

Mr. Gilroy was appointed as temporary Chairman of the Board. He opened the floor for nominations for the election of officers.

Mr. Reisinger made a motion to keep the slate of officers on the Board the same as they were in 2016, with those being Mr. Hurley as Chairman, Mr. Reisinger as Vice-Chairman, Mr. Lebo as Secretary, Mr. Shatto as Treasurer; and Mr. Dye as Assistant Secretary/ Treasurer. Mr. Lebo seconded the motion and it passed unanimously.

Mr. Reisinger also made a motion to keep the annual appointments the same as they were in 2016, with those being Mr. Gilroy as Solicitor, GHD as Engineer, and Mahel Duessel as Auditor. Mr. Reisinger's motion also included keeping Board Meetings on the third Monday of every month. Mr. Lebo seconded the motion and it also passed unanimously. Mr. Gilroy turned the floor back over to Mr. Hurley as Chairman of the Board.

MINUTES:

Mr. Reisinger made a motion to approve the Minutes of the Board Meeting held on December 19, 2016. Mr. Dye seconded the motion and it carried unanimously.

VISITORS:

No visitors were present.

SOLICITOR'S REPORT:

Mr. Gilroy reported that he met with Mr. Koch concerning the Brubacker development, and they are working on moving that along. Mr. Koch added that the largest concern we have is the offsite work, because it involves PennDOT permit work and working under the Turnpike. The Authority, contractor and developer need to understand what the expectations are. The License Agreement involves various insurance coverages, and there are other considerations as well, which Mr. Koch discussed in detail during the meeting. He indicated he would be keeping GHD and Mr. Gilroy heavily involved as this project goes forward. In response to a question by Mr. Lebo regarding any water issues, Mr. Koch answered that the lines within the development have been resized down, which should help.

ENGINEER'S REPORT:

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

WWTP NPDES Renewal: All of DEP's comments have been addressed, and GHD is awaiting the final NPDES permit.

Marion Avenue Pump Station Upgrade and Pheasant Run Force Main:

Marion Avenue: GHD is progressing with the design of the Marion Ave. station, but is holding off on the WQM Pt. II permit submittal for Marion Avenue in hopes that they may receive sufficient data for Pheasant Run and be able to permit both sites together. Ms. Stewart indicated she has several questions for Messrs. Koch and White that she hopes to address when they meet to discuss the Chlorine Booster situation.

Pheasant Run: The flow meter on Mary Lane has been in service for a little over three (3) months. To date, there have been a couple of minor wet weather events, both reported under 1" of rainfall. The meter is still in place and GHD intends to keep it installed until they see at least one inch or greater rain event. Ms. Stewart had a hydrograph at the meeting which she offered for Board Members to review.

Brubacker Development: Tim Parthemore continues to review updates. GHD is working on revising some details they have used for past jobs with the Authority for the developer. GHD is also looking into

availability of staff to be onsite during construction of the metering station.

Chlorine Booster at the Elevated Water Tower Project:
GHD is moving forward with the 60% design of the chlorine booster station. In January, they plan to meet with Messrs. Koch and White, and possibly some Board members, to discuss various options for the water system. GHD has begun compiling cost estimates for water line extensions to Basin 11 area. During discussion, Mr. Koch stated that he wants Barry Miller and Brian White to attend the meeting, as well as Pete Lusardi. The meeting was then tentatively scheduled for January 25, 2017, at 9:00 AM. Messrs. Reisinger and Hurley indicated they would attend. Mr. Koch said once Ms. Stewart confirms that date and time, he would let them know.

Miscellaneous: Mr. Hurley asked about the broken pump issue that was first discussed in the October Minutes. Ms. Stewart replied that she had spoken with Brian White and that most likely the best solution is to replace the pump rather than try to repair it. Mr. Koch agreed.

MANAGER'S REPORT:

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

Total Organic Carbon Issues: Last month, we reported the November sample for Total Organic Carbon was good and that the treatment technique ratio was back to regular status. We found this out this week, the November sample result reported to DEP's web site by the reporting Laboratory was reported as <5., which means less than 5. The DEP web site does not recognize water sampling results as less than anything, so therefore the number in the DEP's reporting system (DWELER) comes up as zero (0). Because of this incorrect reporting result from the laboratory, the annual running average is less than one (1.0), the minimum required ratio. We have discussed the reporting issue with the president of the laboratory and he has taken this issue up within DEP. We also have communicated with the local DEP sanitarian, but have not received a response.

As a result, another quarterly notice will be sent out this month to all the water customers on the north side of the Conodoguinet Creek. Again, as a reminder, the

notice is more of a "right to know" than a health issue, since TOC has no known health risks.

National Pollutant Discharge Elimination System (NPDES): Met with DEP (Jinsu Kim), who is the permit writer and point of contact for any questions or concerns we had with the draft NPDES permit. We reviewed the data we had with retired septic systems which helps us by creating additional offsets (credits) for nitrogen removal. Following our meeting, we sent a letter outlining the two concerns we had with the draft permit and some additional information he needed in order to justify the additional offsets we were requesting. Mr. Kim followed up with an email back to us stating that all of our concerns will be addressed upon issuance of the final NPDES permit.

Brubacker Tract: Met with Mr. Gilroy to review the previous developer's agreement we had for the Brubacker Development located along Route 74 north of the Turnpike. There are concerns we have with the proposed off-site work, which has been revised. This will need to be addressed in a new agreement with the current owners and also memorialized within the Land Development Agreement they will have with North Middleton Township. The new owners are listed as Waggoners Gap Road, LLC, Leola, PA.

We've had several meetings with Tim Parthemore from GHD, who assists us with reviewing proposed developments and we collectively have been working with the developer's engineer to get everyone on the same page. It appears that the developer is working toward a Spring 2017 start, but there are still loose ends that will need to be resolved. Most of our concerns center around the PennDOT HOP and making sure the developer/contractor understands our expectations and those of PennDOT.

SUPERVISOR'S REPORT:

Mr. Reisinger had no report.

TREASURER'S REPORT:

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

| | | |
|------------|----|-----------|
| for water, | \$ | 35,725.22 |
| for sewer, | | 43,992.08 |

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, | \$ | 35,282.62 |
| for sewer, | | 43,455.63 |

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

Mr. Dye then made a motion to approve:

From the Orrstown Capital Account:

| <u>Req. #</u> | <u>To</u> | <u>For</u> | <u>Amount</u> |
|---------------|-----------|---|---------------|
| O-222 | GHD | Engineer-Marion Ave/ Pheasant Run PS | \$ 15292.82 |
| O-223 | GHD | Engineer-NPDES Permit Renewal | 1708.50 |
| O-224 | Blackbaud | Deposit-Accounting Soft- ware | 1320.00 |

Mr. Reisinger seconded the motion and it passed unanimously.

SECRETARY'S REPORT:

Mr. Lebo commented on:

- A letter received from the Carlisle Borough Manager, Matthew Candland, thanking Mr. Koch and NMA staff for their help during the Borough's water emergency that began on December 1, 2016.
- The Invoice sent out from Mr. Koch to the Borough of Carlisle for water provided and overtime hours worked by NMA staff during the water emergency mentioned above.
- A customer contact on Pheasant Drive North regarding a sewage back-up in her basement apartment. Mr. Koch explained that the main line was fine but we reported the issue to the Township regarding a basement apartment. The NMT codes department is now involved with this issue.

- Insurance documents that were previously discussed by Mr. Koch in the meeting during the report on the Brubacker property.
- Receipt of the Certificate of Accreditation for the lab indicating everything is in order there.
- 2017 PMAA Board Member Training available to all Board Members.
- State Ethics Forms to be filled out.
- Right to Know Request regarding the sale of nutrient credits. Mr. Koch and Ms. Stewart expounded on this briefly.
- The retired septic systems list. This involved the NPDES permit renewal discussed earlier.
- A Notice received from PA Department of Labor and Industry regarding a violation at the Marion Ave. pump station. The inspector was unable to gain access. Mr. White advised them by telephone to call to schedule an appointment so that someone can meet them and let them in, as has been past practice.

PERSONNEL COMMITTEE:

Mr. Koch commented that the Authority needs to hire additional personnel for operations.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

The meeting was adjourned at 6:35 PM.

Respectfully submitted,

Greg Lebo
Secretary

Mary Dutchess
Recording Secretary