

**LOWER PAXTON TOWNSHIP AUTHORITY
RE-ORGANIZATIONAL AND BUSINESS MEETING**

Minutes of Township Authority Meeting held February 28, 2022

The annual re-organizational meeting of the Lower Paxton Township Authority was called to order at 7:00 p.m. by Chairman Pro Tem Steven Stine on the above date at the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

Authority members present were David B. Blain, Robin Lindsey, Norman Zoumas, Chris Judd, Paul W. Navarro, David Ramsey, and Allen McCormack. Also in attendance were Bradley Gotshall, Township Manager; Samuel Miller, Assistant Township Manager; William Weaver, Sewer Department Director/Authority Liaison; John Shear, Engineer; and Steven Stine, Authority Solicitor.

Pledge of Allegiance

Mr. Blain led the Pledge of Allegiance.

Election of Chairman of the Board

Mr. Stine opened the nominations for the position of Chairman of the Authority Board. Mrs. Lindsey nominated David B. Blain as Chairman of the Lower Paxton Township Authority Board. Mr. Navarro seconded the motion. Mr. Stine moved to close the nominations for Chairman. Mr. Stine called for a voice vote, and a unanimous vote of approval followed.

Election of Vice-Chairman

Mr. Blain opened the nominations for Vice Chairman of the Authority Board. Mr. Navarro nominated Robin Lindsey as Vice Chairman of the Authority Board. Mr. Judd seconded the motion. Mr. Blain moved to close the nominations. Mr. Blain called for a voice vote, and a unanimous vote of approval followed.

Election of Secretary

Mr. Blain opened the nominations for the Secretary of the Authority Board position. Mr. Zoumas nominated Chris Judd as Secretary of the Authority Board. Mr. McCormack seconded the motion. Mr. Blain moved to close the nominations. Mr. Blain called for a voice vote, and a unanimous vote of approval followed.

Election of Treasurer

Mr. Blain opened the nominations for the position of Treasurer of the Authority Board. Mr. Judd nominated Norman Zoumas as Treasurer of the Authority Board. Mrs. Lindsey seconded the motion. Mr. Blain moved to close the nominations. Mr. Blain called for a voice vote, and a unanimous vote followed.

Election of Assistant Secretary

Mr. Blain opened the nominations for Assistant Secretary of the Authority Board. Mr. Zoumas nominated David Ramsey as Assistant Secretary of the Authority Board. Mr. Navarro seconded the motion. Mr. Blain moved to close the nominations. Mr. Blain called for a voice vote, and a unanimous vote followed.

Appointment of Solicitor

Mr. Blain opened the nominations for the Appointment of the Solicitor position of the Authority Board. Mr. Ramsey nominated the Law Offices of Steven Stine as the Authority Solicitor. Mr. Judd, the motion. Mr. Blain moved to close the nominations. Mr. Blain called for a voice vote, and a unanimous vote followed.

Appointment of Stormwater Engineer

Mr. Blain opened the nominations for the Appointment of the Stormwater Engineer of the Authority Board. Mr. Zoumas made a motion to appoint HRG, Inc. as the Engineer. Mrs. Lindsey seconded the motion. Mr. Blain called for a voice vote, and a unanimous vote followed.

Appointment of Sanitary Sewer Engineer

Mr. Blain opened the nominations for the Appointment of the Sanitary Sewer Engineer of the Authority Board. Mr. Judd motioned to appoint GHD, Inc. as the Authority Sanitary Sewer Engineer. Mr. Navarro seconded the motion. Mr. Blain called for a voice vote, and a unanimous vote followed.

Establishment of Regular Meeting Schedule for Authority Board Meetings

Mr. Blain announced that the Authority meetings would be held on the fourth Tuesday of February, May, August, and November in 2023 at the Lower Paxton Township Municipal Center beginning at 7:00 p.m.. If there is a need for a special meeting, it will be advertised.

BUSINESS MEETING – GENERAL AUTHORITY

Public Comment

Mark DiSanto, CEO of Triple Crown Corporation, 5351 Jaycee Ave, commented about an email he sent to Steve Stine, the Township's Solicitor, requesting a refund for tapping fees. These tapping fees are for lot 4 of the Blue Ridge Village development, which contains many businesses such as Starbucks, Jersey Mikes, Link Bank, AT&T, Jenny Nails, and Great Clips.

Mr. DiSanto explained that when he submitted the initial application to the Authority, he was required to purchase 21 EDUs for the property; at that time, the usage was estimated. The flow data has changed with full occupancy; this data was collected over 12 months, demonstrating that reducing EDUs is necessary. He requested a refund for 12 EDUs. Mr. Blain advised Mr. DiSanto that the Authority Board would review all information presented, and Mr. Weaver would get back to him with their decision.

Chairman/Board Member Comments

Mr. Blain announced that Mr. Oakes submitted his letter of resignation, and due to some time constraints, he can no longer participate. He thanked Robert Oakes for his service on the Authority Board.

Mr. Blain introduced Allen McCormack, who was appointed to the Authority Board by the Board of Supervisors.

Approval of Minutes

Mr. Navarro motioned to approve the minutes of November 22, 2022. Mr. Zoumas seconded the motion. Mr. Blain called for a voice vote, and there was a unanimous vote of approval.

New Business – Sanitary Sewer Fund

Dedication of Developer Installed Sewers

Melissa Smith, GHD, was present to answer questions about the developer-installed sewer at Wilshire Estates, Phase 2.

Mrs. Lindsey motioned to approve the dedication of the developer-installed sewer at Wilshire Estates, Phase 2. Mr. Judd seconded the motion. Mr. Blain called for a voice vote, and a unanimous vote followed.

Resolution 23-01 Increasing Sewer Rental Rates

Mr. Weaver reported that the Authority Board adopted the Sanitary Sewer Budget in December 2022, and it required an increase in sewer rates; the rate will increase from \$153.00 to \$158.00 per quarter to meet the requirements for cash reserves and to continue Capital Improvement projects. The landfill rates have increased to \$4.09 a gallon, effective with the next quarterly billing on April 1, 2023.

Mr. Judd noted that the Resolution references United Water of PA or other water companies. Mr. Weaver stated he would update the information to reflect Veolia Water.

Mrs. Lindsey motioned to adopt Resolution 23-01, which increases the sewer rental rates from \$153.00 to \$158.00 per quarter. Mr. Zoumas seconded the motion. Mr. Blain called for a voice vote, and a unanimous vote followed.

Resolution 23-02-01 to Resolution 23-02-15; Authorizing the Condemnation of Temporary Easements for Private Sewer Replacements in the PC-3E Mini Basin

Mr. Zoumas motioned to adopt Resolutions 23-02-01 through 23-02-15, which authorizes the condemnation of Temporary Easements for Private Sewer Replacements in the PC-3E Mini Basin. Mr. Ramsey seconded the motion. Mr. Blain called for a voice vote, and a unanimous vote followed.

Township Reports

BC-7A/B/C Sewer Replacement Contract/Construction Update

John Shear provided an update on the BC-7A/B/C Sewer Replacement project. The contractor is Doli Construction Corporation, and they're working to replace the storm and sanitary sewer systems south of Devonshire Heights Road. This area should be complete next month, and then they'll start working on the north side of Devonshire Heights Road. The completion of this project is estimated for spring 2024.

2020/2021 Lining Contract (SC2B/BC2/BC5)

John Shear updated the 2020/2021 Lining Contract (SC2B/BC2/BC5) Sewer Replacement project. The contractor is Granite Inliner, LLC, and they're working to replace the lining of storm and sanitary sewer systems. Two subcontractors are working on this project, Musson Brothers, Inc. and Marra Services, Inc., and it is also near completion.

I/I Crew PC-3E Mini-Basin/Clermont Private Sewer Replacements and
Miscellaneous Sewer Main Repair Projects

John Shear reported on the PC-3E Mini-Basin project, noting that the Township's I/I crew just finished testing six private sewers on the Lancaster Avenue loop, and they will be working on an additional 21 properties over the next two months. This project should be complete by the end of March. Mr. Weaver added that the Township's construction crew is very talented and has afforded some advantages, such as construction cost savings. Herbert Rowland and Grubic designed this project. The project is scheduled to be put out for Bid in November 2023.

Mr. Shear noted that the I/I Crew had completed eight mainline sites, and there have been significant savings.

Swatara Annual Meeting

Mr. Weaver reported that the Township received a notice from the Swatara Township regarding the next annual meeting for the members who participate in the Inter-Municipal Agreement, and this meeting has been scheduled for March 27, 2023, at the Swatara Authority office. This meeting is a formal meeting where each Municipality provides an update on their system, and they will give an update on how the treatment plant performed, the budget, and the construction design Bid on the Dryer.

Quarterly Financial Report

Mr. Miller was present to answer questions related to the Quarterly Financial Report.

Engineer's Report

Melissa Smith, GHD, noted that she started working on the Chapter 94 reports relative to the Pennsylvania Department of Environmental Protection (DEP) regulations. The regulations require that treatment plant permittees provide an annual report to DEP's regional office.

Ms. Smith noted that the reporting period is for the previous calendar year, March 2022. This report is due to DEP by March 31, 2023, and it was given to Swatara Township Authority and Capital Region Water for review. She reviewed the GHD Evaluations, noting the discussion with Mr. DiSanto, CEO of Triple Crown Corporation, regarding the tapping fees for the Blue Ridge Village development. She said that Alton Whittle met with the Authority staff and members of Capital Region Water to discuss the Intermunicipal Agreement negotiations. The negotiations were regarding sewer rates and capital improvement project costs; as Mr. Weaver mentioned, the rate table is evaluated regularly.

Ms. Smith reviewed the wet weather events in 2022, noting five significant events, one extreme event, and one flood since the last report, with no overflows to report.

Mr. Weaver commented about the tapping fees, noting that he had met with representatives from GHD regarding these fees, and the Authority has kept the tapping fees the same for ten years. GHD is working with the staff on a proposal to complete a study on tapping costs, which he will present to the Authority Board in May 2022. If the Authority Board authorizes this study, he will present the data at the budget meeting in August 2023.

Ms. Smith noted that she is reviewing the Work Order for Colonial Road/Linglestown Road sanitary sewer repair caused by a water main break. EK Services completed the repair work on behalf of the Authority; however, EK's invoice was sent to the water company for payment. Mr. Weaver added that Mr. Shear has recommended that the Beaver Creek Forest main be part of a capital improvement project because it's over 50 years old and has been repaired three times.

Ms. Smith reported that the GHD staff and Mr. Shear investigated a sewer repair project location, noting that the work in this area would not require permits.

New Business -Stormwater Fund

Township Reports

DEP MS4 Permit/Joint PRP Projects

Mr. Weaver noted that the Township Authority has partnered with Susquehanna Township and Capital Region Water for the MS4 Permit to reduce nitrogen, phosphorus, and sediment. Recently, PennDOT joined the effort, and the team meets monthly.

With PennDOT partnering, the Authority will be able to achieve all the sediment reduction credits by the permit deadline of July 2025.

Recently, the Capital Area Greenbelt Committee received a grant for a project on Paxton Parkway, and they approached representatives of HRG, Inc., Susquehanna Township, Lower Paxton Township, and Capital Region Water about this project. They would like a commitment from the partnering group on this project. Mr. Weaver requested Erin Letavic with HRG, Inc. to research the request further, and she will be advising the Authority and the partnering group on whether it is a wise decision. The project appears appealing, with about 360,000 pounds of credit; however, the staff is still waiting to hear back from DEP to see if the credits can be carried over. If the credits are maximized with PennDOT, then the Authority would not need the credits, but there's a chance that DEP will allow the Authority to carry over credits.

2024 Public Works Identified Storm Sewer Projects

Mr. Weaver reported that the Authority did well with PennDOT, and the costs to remove the sediment were lower than he had anticipated, so there is extra funding to do the 2024 Public Works Identifies Storm Sewer projects. The staff of HRG, Inc. has been working with Tim Nolt, Director of Public Works, and they will be designing some projects; these projects are in the 2023 Authority budget and will be presented as part of the 2024 budget for construction.

Mr. Ramsey asked Mr. Weaver if the sediment reduction credits could be sold if the Authority exceeded the maximum number of credits. Jason Hinz, HRG, Inc., explained that the WREP program provides the ability to form partnerships to share the credits, so while they won't be sold off to different entities, someone could invest in the project. Mr. Weaver added that is the reason why the partnership plan must be completed, so that the credits can be traded back and forth, and DEP would need to approve it, but it could happen.

BC-7A/B/C Storm Sewer Contract/Construction

Mr. Shear provided an update on the BC-7A/B/C Storm Sewer Contract and Construction, noting that Doli Construction is the contractor, and they have completed the storm sewer systems on Clover Rd and Fairmont Drive. The Fairmont Drive, Box Culvert project, was supposed to begin in January but has yet to start due to some relocation issues, which have been sorted out, and the plan is to get Doli working at this site in the 120-day window.

Mrs. Lindsey mentioned that residents are going through the road closed sign and coming onto Locust Lane. She asked Mr. Shear if anything could be done to stop the traffic from using that road. She also mentioned that the sign on Devonshire Road to the right of Spring Gate is taken down on the weekends. Mr. Shear explained that the road is only open to local traffic, but people still use it. Mr. Weaver added that the solution to that problem is to ask the Township Manager and Supervisors to authorize the police to monitor the road and issue citations to people who continue to use it. Mrs. Lindsey suggested placing a sign on Devonshire Road to deter traffic. Mr. Shear offered to speak with a representative of Doli Construction regarding the matter.

2020 Lower Paxton Township Drainage Improvements Contract/Construction

Mr. Weaver reported that the 2020 Lower Paxton Township Drainage Improvements project is completed, and the Board of Supervisors recently approved the final change order. He and Tim Nolt met to discuss the punch list items, and the project will be closed out in March 2023.

Township Crew Storm Sewer Replacements – BC-7 Project

Mr. Weaver reported that the Township crew was formed when the costs at the contract level had increased. Currently, the crew is being shifted in all different directions as needed, and Mr. Shear creates the schedule for each project, and this schedule will be presented to the Authority Board at the meeting scheduled for May 2023. The schedule indicates that Fairmont will be completed in the middle of March 2023, and they'll move back to the BC-7 area.

Quarterly Financial Report

Mr. Miller was present to answer questions related to the Quarterly Financial Report.

Engineer's Report

Jason Hinz, HRG, Inc. reported that the PC-3E Mini-basin project has progressed; the 30% design package and 60% design package have been submitted to the Authority, and the 90% design package will be submitted in May 2023. He noted that the Commerce Drive site in Susquehanna Township had been used as a fill site for the I-83 expansion project. Recently, HRG staff were able to get the NPDES permit closed. In addition, HRG staff assisted the Township and Authority in pursuing grant funding, and two grant applications are pending for stormwater projects. The Authority submitted two grant applications in December, one for the PC-3E project to help subsidize the costs and a water quality enhancement project to retrofit the detention basins for which the Township and Authority are responsible.

Mr. Hinz noted that the other grant application was submitted in March 2022 for the PC-3E project, and the final decision will be made in the next few weeks.


Announcements

Mr. Ramsey acknowledged the Authority team, Mr. Hinz, and Ms. Smith for doing well. Mr. Blain announced the next Authority meeting is scheduled for Tuesday, May 23, 2023, beginning at 7:00 p.m.

Adjournment

Mr. Zoumas motioned to adjourn the meeting, and Mr. Blain seconded the motion, and the meeting adjourned at 7:58 p.m.

Respectfully submitted,


Shellie Smith,
Recording Secretary

Approved by,


Chris Judd
Authority Secretary