

**LOWER PAXTON TOWNSHIP
AUTHORITY BOARD**

Minutes of the meeting held on November 26, 2024

A meeting of the Lower Paxton Township Authority Board was called to order at 7:00 p.m. by Chairman Blain on the above date at the Lower Paxton Township Municipal Center located at 425 Prince Street, Harrisburg, Pennsylvania.

Board members present, in addition to Chairman Blain, were Robin Lindsey, Chris Judd, Norman Zoumas, Paul Navarro, David Ramsey, and Allen McCormack. Also in attendance were Sam Miller, Assistant Township Manager/Finance Director, William Weaver, Morgan M. Madden, Solicitor, Jim Wetzels, Larry Stepansky, Jason Hinz, HRG, and Melissa Smith, GHD.

Pledge of Allegiance

Mr. Ramsey led the Pledge of Allegiance.

Approval of Minutes

Mr. Judd motioned to approve the August 27, 2024 meeting minutes. Mr. Zoumas seconded the motion. Mr. Blain called for a voice vote, and there was a unanimous vote of approval.

Public Comment

Steve Blain, 5732 Kenwood Ave., announced that he and his neighbors came before the Authority Board in May 2024 to tell the Board members that Doli would not be done with the sewer project, and it's not done. The residents received a letter from Mr. Weaver indicating what had been accomplished and what remained. He asked the board members if they had visited the project site. He added that some of the roads are unacceptable, but they took care of Kenwood Ave., However, other roads in the community are still unfinished, and it's a safety matter.

Mr. Steve Blain noted that the project was initially to be done at the end of September. However, the contractor was given an extension, and it's still not close to completion. He asked why the Township hasn't gotten the contractor to do the job and what the recourse is because the contractor is way behind.

Mr. Blain asked Mr. Weaver to provide an update on his conversations with Doli regarding the contract's status and their tentative completion calendar.

Mr. Weaver reported that the contractor provided a schedule for base paving, indicating that it would be done by mid-December. This schedule has been distributed to the public. The contractor has completed all but three streets, and they should return in the next three weeks, weather permitting, to complete Timber Lane, Raybuck Dr., and Cloverdale Rd.

Mr. Blain concluded that the contractor should complete the base paving by mid-December. He asked Mr. Weaver to provide some of the reasons for the delays. Mr. Weaver explained that utilities had to be relocated for the paving work, noting that Kenwood Ave. had to be dug up at least six times for the different utility relocations. The contractor has no control over the utility companies; the Public Utilities Commission can control a utility company. Currently, the electric company is holding up the base paving, and there are still 120 feet of storm sewer to install on Cloverdale Rd.

Mrs. Lindsey asked Mr. Weaver why Doli hadn't done the curbs. Mr. Weaver asked Jason Hinz, HRG, to explain why the curbs haven't been installed, noting that the contractor recently provided a punch list to the engineer. Mr. Hinz read the punch list items, noting that curbing, sidewalks, mailboxes, and lawn restoration would be completed along Kenwood Ave. The paving schedule should not depend on those items, and there's no reason why the work can't be done whenever the contractor is available.

Mr. Steve Blain stated that the project would likely take another two months to complete, and he asked why the Township couldn't require the contractor to complete it.

John Packer, 5723 Kenwood Ave., mentioned the discussions at past Board meetings when he was told about the contract and that the Township cannot control what the contractor does. He wanted to know if the contractor had been given another extension. The Township has already given the contractor an extension, which will expire in a few days. He asked, "What's the recourse for the Township?" The contract indicates that the Township can fine the contractor \$1,300 a day, yet they were given an extra 60 days with no fines and nothing to make them do more than they had already done. Mr. Blain explained that the Township is looking into the contract regarding fines and what might be available because the contractor is failing to meet the deadlines. Mr. Blain deferred Mr. Packer's question to Matthew Madden, Solicitor. Mr. Packer declined the offer of an explanation regarding the contract and the imposition of fines. He continued to describe the conditions at the project site, noting that the contractor would not likely finish the project in two months. He complained that the Township isn't being proactive in pushing the contractor and using the contract to the advantage of the Township. He doesn't want this to happen in another part of the Township.

Mrs. Lindsey asked Mr. Hinz if anyone had contacted Doli to ask why they weren't progressing with the project. She wanted to know if the Township could ask the contractor where they've been.

Mr. Packer stated that the contract indicates an extension should not be granted when it is under the contractor's control. The concrete is under their control, and only one crew has been trying to do all the work, making it impossible for them to meet the deadlines.

Jason Hinz, HRG, reported that HRG staff have been involved in job conferences with the Township staff and Doli, where they discuss the schedule and outstanding items, as they are trying to conclude the project quickly and efficiently. Today, Mr. Weaver and the site superintendent met about their intentions to return and finish the base paving. The construction department for the Authority and superintendents are coordinating weekly updates. Mrs. Lindsey stated that she visited the site a week ago and again yesterday, and it didn't look like they did anything, and they aren't cleaning up the work site. Mr. Hinz reported that as of last week, Doli had one paving crew on site, one miscellaneous crew doing cleanup and punch list items, and a sub-contractor they use to do concrete work.

Steve Blain, 5732 Kenwood Ave., interjected, saying Doli would not be done with the concrete work for months, so now the job will be delayed back to February or March. The contractor is not being held responsible for the work they're doing and it's lousy. Mrs. Lindsey asked Ms. Madden if there was any course with Doli. Ms. Madden stated that she would evaluate the contract and change orders, and the best answer was maybe.

Sanitary Sewer Fund - Business

Presentation and Action on the 2025 Sanitary Sewer Fund Budget

Mr. Weaver presented the 2025 Sanitary Sewer Fund Operations Budget, highlighting revenues and noting the projections at \$18,760,000. He said there are no major changes for expenses; expenses are \$20,222,263, the Capital Budget reserve revenue is 1.8 million, and capital expenditures are 14.4 million dollars, mostly for the Clermont project. The Stormwater Operating Fund's revenues are projected at 3.6 million dollars, and expenditures at 3.4 million.

Mr. Weaver noted that revenues still exceed the current expenses. The Capital Fund for Stormwater Reserve Revenues is \$471,000, and the Capital Project Fund expenditures are projected at 4.8 million dollars. There's an overall increase of \$315,000 in revenues for the Sewer Budget operations versus the 2024 budget. This increase results from the continued anticipated growth at 100 sewer EDUs. There's an upward trend in permits due to construction on Colonial Road, such as Elizabeth Village, Parkway Farms, Nissley, and Cider Press Station. In 2023, revenues were unusually high, including funding from the PENNVEST loan and proceeds from the sale of Commerce Park property. The revenues are up because of the trends in construction and interest earnings in 2022 and 2023. There's an overall increase of 3% in expenditures, primarily due to the increase from Capital Region Water and Swatara Township treatment plant related to transmission and treatment charges. The general administrative charges declined by \$12,000, and reductions in new staffing costs for position changes in 2024. The overall growth in debt service is \$255,000, due to the new debt. The financial reserves increased from 1.5 million to 23.5 million to start in 2024.

Mr. Weaver reported that Mr. Blain had discussions with Mr. Miller about the rate model, and staff will present the rate model next year. The good news is that back in 2022, the reserves were around 20 million dollars because of the interest earnings, increase in revenues, and the sale of the land; the reserves are up to 23.5 million dollars. Therefore, when the Authority Board sees the new rate model, it will certainly help to have more cash in the bank. However, there was a discussion about some of the projects that weren't anticipated, so it may still even out.

Mr. Weaver presented the Sewer Fund Capital Budget, noting that revenues account for Capital Project Grants, interest earnings, and unspent Bond funds.

Mr. Weaver stated that Mr. Miller must handle some arbitrage; therefore, they may not get the complete 6%; it's all about timing and which Bond issues they are. The Sewer Fund Capital Budget includes 2.4 million in total grants. The Sewer Authority was awarded a Commonwealth Finance Authority Grant for 1 million and 1.4 million dollars for the Township's Clermont project and the interest earnings for the unspent debt balances. The capital expenditures total \$14 million from unspent issuance and earnings. The projects are cost share for the Paxton Creek North Branch Susquehanna project. He noted that they have not received a bill yet, but they did get a new Township Manager, and the bill may be issued shortly. He said there were significant expenses from the external repairs contract, Paxton Creek overflow, the new PC-2E interceptor project, the Clermont project, and the remaining BC-7 project, which increased costs. More details to come later. These reserves are projected to be depleted in 2025. HD provided a report that includes the revised drawdown report and they are also working on the Stormwater drawdown report. Mr. Weaver reported an overall increase in revenue for the Stormwater Fund of 2% and again, it's the same: just good economic growth. He noted that they anticipate 32,500 ERUs at \$26 a quarter, and the quarterly fees will remain unchanged. The rate model will be done, too, but it looks like it's in good shape. They also anticipate that static interest in earnings on operating funds will continue, and the interest rates will eventually decrease. He noted that revenues were consistent throughout all the presentations, and anticipated growth in Township permits is not expected to have a significant revenue growth impact, given the low residential fees for the stormwater. He added that the residential stormwater fees do not equal much to sewer fees. There is an overall increase of \$70,000 in expenditures in the Stormwater Fund Operating Budget versus the 2024 Budget: this amounts to about a 2% increase.

Mr. Weaver reported that the financial reserves are 7.4 million dollars to start 2026, and he would present the rate model and draw down on the capital side later in the evening. There are 4.9 million dollars in the Stormwater Fund Capital Fund budget for 2025. HRG is working on multiple projects at once; Paxton Creek 2 (PC-2), PC-3, Beaver Creek 7 (BC-7), Colonial Park, and in-house Stormwater Replacement Projects for 1.9 million. He noted that the staff construction crew has saved the Authority a lot of money.

Mr. Blain asked if the Sanitary Sewer and Stormwater rates would increase. Mr. Weaver said they would not. Mr. Blain announced that this was good news; the rates would stay the same.

Mrs. Lindsey motioned to approve the 2025 Sanitary Sewer Fund Budget. Mr. Navarro

condoned the motion. Mr. Blain called for a voice vote and the vote was unanimous.

Approval of Correspondence to Wilshire Residents for Sewer Force Main Extension

Mr. Weaver reported that back in 1980, the city paved Wilshire Road. They were not planning for the future and said that putting a dry sewer line in may be a good idea since they are paving the street. Unfortunately, there wasn't a lot of planning on the sewer side, and they expected growth to occur so the sewer could be extended. However, the land to the East was never developed, so the sewer line goes nowhere. To accommodate the sewer for the residents who live in this neighborhood, a pump station was planned to be installed with Wilshire PH II B; however, Melissa Smith of GHD completed a study demonstrating that the pump station is more expensive. He noted that Mrs. Smith provided recommendations for the low-pressure sewer system that would serve 13 properties, one of which is a vacant lot.

Mr. Weaver stated that the homeowner could connect to a force main that was installed by McNaughton Homes in Phase 2B of the Wilshire Development, but the homeowner would

have to get an easement; therefore, he must work with the Solicitor to see if they proceed with the project, can they still charge the front foot assessment and if they could get to the force main, and that would bump up the cost for the other homeowners. He said Melissa Smith, GHD, and Heather Myers, SEO, were present to answer questions. He noted that the homeowners have septic systems that aren't functioning properly; they aren't failing but aren't working well. For the Authority to demand sewer service installation, they would need to get a letter from the PA Department of Environmental Protection (PA DEP) advising residents that their systems are failing and that they must do something. He provided estimates and assessments for each property, noting the total cost would be about \$25,000. The Authority mailed information about the PENNVEST loan to property owners; this is an affordable, low-interest loan with repayment terms of \$12 per month. There's no easy option: if the property owners opt out, then the Solicitor will advise them that the Authority can place a lien on the property and they must do it themselves. Therefore, they are recommending residents be surveyed. The Authority has the following Alternatives: 1: Do nothing and continue with the property owners utilizing their existing on-lot systems. Alternative 2: Send letters to each of the 13 property owners discussing the project and asking their input about their system's functionality and if they favor the low-pressure sewer extension. Then, we will move forward with the extension if most property owners favor the project. Alternative 3: Wait until the system has failed and cannot be repaired or replaced; then, they must complete the project because PA DEP will mandate the sewer connection.

Heather Myers, GHD, reported that she has been in contact with one of the residents struggling with her septic system and must get it pumped frequently. Only one or two people live at the residence, so there's not a lot of flow going into the system. The lot is less than 4/10 of an

acre. She noted that individual wells also serve the neighborhood, significantly impacting the sighting of potential septic systems. The system must be 100 feet away from any well on or off the property with a new on-lot system. So, the available area to site a new system is limited.

Mrs. Lindsey asked if the residents had been informed of the options. Mr. Weaver explained that they have not been told; that is the purpose of the proposed letter. He noted that it does not require a vote from the Authority Board, just consensus because no money is being spent or guaranteed.

Melissa Smith, GHD, stated that she is recommending option 2 because some homeowners have asked for public sewer service. She noted that it's appropriate because some homeowners might not know how much money it will take to extend the sewer system. Also, because the township has an Ordinance that indicates if a homeowner has sewer that from their property, they're mandated to tie into the public sewer system. Therefore, if the sewer system is extended to help some homeowners, it will affect people with working systems.

Mr. McCormack suggested that the Authority contact the property owners individually and have a public meeting to explain the options instead of sending a survey. That way, if the property owner has questions, they can get answers immediately rather than going back and forth. Mr. Weaver likes the idea and thinks they should send the survey and schedule a meeting. Mr. Weaver noted that the Sewer Authority holds public meetings for all projects.

Mr. Judd said that the homeowner must pick an option before they get any more information.

Mr. Blain suggested that Mr. Weaver host the meeting before sending the survey; Mr. McCormack's idea is good. Mr. Judd asked how they plan to set up a meeting if they don't send a letter out.

Mr. Blain explained that no one would host a meeting without sending something out to notify the residents of the potential project that could require a connection to the sanitary sewer line. Mrs. Lindsey asked if the residents knew their neighbors had contacted the Township about their problems. Mr. Weaver said that people with problems have talked to each other.

Mr. Weaver offered a third option, as with the sewer easements, staff sends the property owners an easement agreement and strongly recommends that they schedule a meeting with the Authority Engineer and staff because of the disturbance to the property. He suggested that staff send the survey with a recommendation for the on-site meeting. However, Mr. McCormack's idea is a good one to do both. He asked Mr. Hinz and Mrs. Smith to share their thoughts. Mrs. Smith said she, too, likes Mr. McCormack's idea and thinks they should offer private

consultation, so that no one feels they are being ganged up on. Mr. Hadd and Mr. Blain agreed.

Township Reports

Project Letter Update

Mr. Weaver reported that they are providing more communication as directed by the Authority board. They've always had a very powerful website, and Tim Nolt deserves all the credit because he pushed for it for years.

Mr. Weaver stated that the Lower Paxton at Work website has six projects listed, and residents can access the site and look at the area to see which work zone they are in. Mr. Weaver explained that if a resident wants an update, they can email the staff at the mynewsewer email account, and the Authority will respond to the message with any schedule changes or updates. Additionally, they will send residents correspondence with more information about upcoming projects and what to expect.

Update on Current PA DEP Consent Decree Design/Construction Projects
and DEP Annual Meeting Held 09/17/24

Mr. Weaver provided an overview of the presentation at the PA DEP annual progress meeting on September 17, 2024. They averaged over 90% excess I/I removal. They reached 100% removal rates on some projects. They removed over 40 mgd of peak hourly I/I from the sanitary sewer system. This approach was cost-effective at \$3.17/gpd of I/I removed. They also provided a Wet Weather Comparison report noting the program's success in reducing the overflows. There were over 100 overflows when they started, and now just four remain. Fortunately, they are currently at 100% I/I removal, and with the corrective action plans, they hope to achieve that.

Mr. Blain commented that it was just amazing; he, too, recalled that 20 years ago there was an overflow in every storm, especially along Nye Road. It is certainly amazing how much they've taken out of the system.

Mr. Weaver reported that the 2021 Beaver Creek Corrective Action Plan is done, and they must develop a new Corrective Action Plan (CAP) moving forward. There's one project left in Paxton Creek: the Clermont project.

Mr. Weaver reported that they are working on the Clermont project and doing the PC-2E trunk line he mentioned; the letter for this project will be sent, and they are doing a flow analysis in Spring Creek. He noted that they have barely complied with Spring Creek since the gate valve was installed. However, planning must be done years in advance. The remaining action item is the Beaver Creek capacity program evaluation. In mid-to-late January, he will meet with Tim Nolt, Melissa Smith, and Alton Whittle.

Mr. Weaver reported that in Paxton Creek, once the PC-2E/2F Trunk Replacement Project and PC-3E Clermont are complete, they will assess the project's impact on the overflow potential and evaluate any I/I removal. In Spring Creek, they will address the trunk sewer as the recent flow metering demonstrates that two mini basins would be the next project. However, there's no new development at Spring Creek because it's built out, and there's no need to create capacity for growth.

Mr. Navarro acknowledged Mr. Weaver for a job well done.

Quarterly Financial Report

Mr. Weaver noted that Mr. Miller has analyzed the budget for the last three years, and this report is pretty much the same. The revenues and interest earnings are up due to sewer rentals, interest earnings, and tapping fees. He reviewed the expenses, noting some changes because the auditor wanted to see changes to the payroll line item. Again, as Mr. Miller pointed out in the budget presentation, the biggest issues in the budget are the debt service, which is the largest cost due to Swatara Township Treatment Plant and Capital Region Water (CRW), which make up the other 30%. He noted that 60% of the expenses are debt service, payroll, and transmission treatment costs, which have remained consistent other than CRW and Swatara Township's increases.

Mr. Blain added that the report contains no surprises overall. The expense side is stable, and on the revenue side, there are some increases because of interest.

Engineer's Report

Melissa Smith, GHD, reported on the Annual Report to DEP, noting that DEP will entertain the design storm event because many flood-level definitions revolve around local flooding.

Mrs. Smith noted that with all the extra work the Township is doing with stormwater, it's getting harder for the local flooding. GHD didn't want to see the Township get penalized for making improvements. They agreed to the design storm, and GHD is working on modeling that design. Alton Whittle will attend the next Authority meeting to discuss the design storm event. She reported that they had a discussion at the annual DEP meeting and they were advised to move a couple of the surcharge monitoring stations, primarily the two in Spring Creek, due to the Township's success in other areas. The GHD staff worked with Mr. Weaver and the staff to figure out when the next Bond issue would be needed, and he had mentioned that it would be needed closer to the end of 2026. Primarily because the PC-2E/PC-F trunk lines were added after the homeowner reported overflows on his property. She reviewed the miscellaneous projects,

noting that the Authority staff have been going out to televise lines whenever they receive customer complaints, and they find one thing in the system that needs to be fixed. They find some areas scoring high on the Nemo report indicating system for defects. They wanted to fix the issues so the Bond money would run out sooner than anticipated. Mr.

Weaver added that the bad news is the report shows they will run out of money at the end of next year; that's usually a crisis, and they get PFM in and begin to look at borrowed money. He noted that Mr. Miller has some great ideas, and they will look at two of them next year.

Mr. Weaver stated that one idea will require the Solicitor's input: borrow money from the Stormwater Fund and then do it together when there's a need to borrow money for Stormwater and Sewer. There are 22 million dollars in reserves, and they can use money from the reserves and then pay it back or do another analysis that way. They are looking at this option because they don't want to bring PFM in next year and start borrowing more money.

Mr. Weaver noted that when they show this borrowing in conjunction with the rate model, if there's new debt, then the rates must increase, and they know the Authority Board doesn't want to do that. Therefore, they are being creative financially to minimize the impact on the ratepayers.

Mrs. Smith continued reviewing the engineer's report, noting that the Trunkline project will start at the beginning of the year. They might be clearing up at the end of the year, and that's why she would like to get the letters out sooner than later. The miscellaneous repairs are under the same contract as PC-2 Trunkline, and the contract was staggered, so they're doing the trunkline first and the external repairs. The BC-2A, 2B, & 2C project is done. Still, as part of the Township's permits with DEP, the wetlands and the wetland plantings, some forested wetlands

were replaced or moved and have died due to the drought over the summer; therefore, they need to go back and replant to reestablish the wetlands.

Mrs. Smith reported that the property at High Road has a failing on-lot system. She noted that the owner tied into the public sewer by a private pump because the sewer terminates in front of the property next to them. It's only a couple of 100 feet from the property line. Mr. Weaver noted that this issue came up seven years ago. Heather Myers sent a notice to the property owner. They moved people out because the system was overloaded because of occupants, and then they moved back in. Ms. Myers sent another notice to the owner, and just yesterday, she sent an email to him and Mr. Wetzel requesting a meeting. Mr. Weaver noted that he sent the owner the PENNVEST loan information with the hope of reaching out to advise them that they are looking at legal issues and potential fines.

Mr. Weaver explained that the next step involves the Solicitor providing options for sending a violation letter with some stiff penalties.

Mr. Weaver stated, now that Ms. Myers has emailed the owner, they can meet and get the homeowner to connect with the sewer system. The neighbor complained about the sewer smell coming from the cleanout.

Ms. Myers explained that it has been an ongoing problem mainly attributed to the number of people living in the home because there are multiple families in a single-family dwelling. The septic system is sized for a certain amount of flow. They allowed the homeowner to fix the issue, which has abated over the years. It has dried up sometimes but seems more of an issue in the spring. The issue is based on the topography, and the overflow tends to flow onto the neighbor's property, and that's how she found out about the problem.

Jim Wetzel reported that the homeowner called the Sewer Authority to complain about sewage backing into the house on Sandford Drive. The staff investigated the property and determined that the sewer main had collapsed. They ordered the repair immediately.

Mr. Blasko asked Mrs. Smith if Locust would be paved next fall. Mrs. Smith said that the paving would begin in the fall of 2025.

Mrs. Smith reported that GHD is working with the Authority staff to update the Standard Construction and Material Specifications for the Wastewater Collection System Extension and hopes to have that finalized for the Authority board approval in May 2025. Mr. Weaver noted that the stormwater provisions would be added to the specifications.

Mrs. Smith reported that Alton Whittle works with the Authority staff on the Landfill Meter. The landfill meter tends to accumulate sediment, just different items coming out of the landfill, which makes the flume reading inaccurate.

Mrs. Smith said the Township staff cleans it out periodically, but it gets red and seems to be overbilling for the landfill. GHD will work with the Authority staff to solve the problem.

Mr. Weaver commented that this issue has been going on for a long time. About seven years ago, the Township came to the Authority about the bill because the landfill bill increases every time it rains, creating the landfill leachate. The landfill goes into Swatara's system and doesn't use the Township's collection system. Jeff Wendell at GHD developed a formula to charge the Township's only cost to Swatara. He noted that the landfill has a special rate, and it's more than half of what the residents pay, and that helped for a while. Then they found out that the meter wasn't working; when the sediment in the leachate builds up in the flume, it artificially raises the level, and the Township pays more. So, Alton Whittle came up with a correlation factor to show that the Township shouldn't be billed as much because they see the increase, which automatically flushes during a storm. There's a lot of money at stake for the Township and the Authority because that landfill bill is part of the EDUs sent to Swatara Township's authority. The budget estimates that EDUs from the township and that's where the charges come from every year. The landfill EDU bill is a big part of the Township and Authority's total cost to the township. He noted that Swatara Township will not agree with the engineer's correlation factor; they will want accurate metering results. Therefore, it will be a tough analysis, and the Authority may have to do some work there and move a meter to make it work. It may cost the Authority more money upfront, but it saves over 10 to 20 years; there will be payback, and he will update the Authority Board over the next six months to a year. Mr. Judd clarifies that the discussion is about metering and billing, not getting rid of the sediment, treatment, and environmental issues.

Mr. Weaver noted that initially, he thought it might be best to trap the sediment. However, there were additional costs to dispose of the sediment. They are still evaluating all the options because they may not be as contaminated as they thought.

Mr. Weaver stated the Sewer Engineer does the flow metering, the Township Engineer oversees the landfill, and both will be involved in the project. Mr. Judd noted the bottom line is that the Township will meet all the requirements. Mr. Weaver confirmed that the Township would meet all the requirements; however, he cannot speak about the landfill, but the sewer flow at the treatment plant from the leachate meets PA DEP requirements.

Mrs. Lindsey mentioned the Old Country Buffet and issues they had with the grease from the restaurant; she expressed concern about Wing Stop and Raising Cane's restaurants. Mr. Weaver explained that both restaurants must obtain approval from GHD and have certified grease traps installed. Mrs. Lindsey suggested that Mr. Weaver schedule a road tour for the spring of 2025.

Stormwater Fund Business
Presentation and Motion on the 2025 Stormwater Fund Budget

Mr. Blain noted that there would be no fee for the stormwater fee.
Mr. McCormack motioned to approve the 2025 Stormwater Fund Budget. Mr. Judd seconded the motion. Mr. Blain called for a voice vote, and the vote was unanimous.

**Action on the RETTEW Engineering Services Proposal
for the Mountain View Acres Stormwater Improvement Project**

Mr. Weaver reported that Mr. Nolt, Director of Public Works, works with the Stormwater Engineer to propose projects he feels are needed in the Township. This Mountain View Acres Stormwater project is necessary because the roads are in bad shape.

Mr. Weaver noted that road improvement is one of the driving forces of this project; as part of those improvements, they must do the stormwater, too! John Shear, the old Authority engineer who is no longer with the Township, designed this project in-house.

RETTEW was among the highest-ranked engineering firms when they submitted an RFP for the Colonial Park project, which was awarded to HRG. Mr. Weaver noted that because of all the work HRG is doing and the need to start this project, Mr. Nolt recommended that the Authority obtain a proposal from RETTEW. The in-house crew would complete this project, and the proposed fees are \$58,725.

Mike Knouse, PE, RETTEW Associates, was present to answer questions.

Mrs. Lindsey wanted to know if HRG had the opportunity to Bid on the project. Mr. Weaver explained that it wasn't a Bid; it's a professional service; therefore, it does not have to be put out for Bid; it was put out as a Request for Proposal (RFP) because it is such a small project. Mr. Nolt recommended RETTEW because six months earlier, they put out an RFP and interviewed engineers. He noted that HRG is already working on a lot of projects, and there's a need to have this project done quickly. Mrs. Lindsey asked Mr. Hinz if HRG's staff could handle the workload. Mr. Hinz explained that HRG understands the need to prioritize and would be willing to work with the staff to prioritize the project.

Mr. Weaver explained that the Board has the option to do nothing; however, the Director of Public Works would not recommend that because of the condition of the roads. The other option is to award the proposal to RETTEW as presented, and the other option would be to vote no. The staff would recommend that HRG complete the project because Mr. Nolt says the project is an emergency. The staff recommends that the Authority Board approve the project to RETTEW to get the project moving forward.

Mr. Blain asked Mr. Hinz if HRG could do the project. Mr. Hinz explained that the HRG staff would meet whatever schedule the Authority and Township staff would like for the project. Mr. Zoumas wanted to know if Mr. Nolt discussed the project with Mr. Hinz.

Mr. Hinz indicated that they didn't discuss the project in detail, nor had he seen the CAD drawings, where they could give him a proposal to do the work. Mr. Weaver reiterated that the staff recommended getting another engineer to work in parallel, so they didn't contact HRG about the project.

Mr. Judd noted that the Authority Board had discussed the project for some time. As he understood, there's a lot of work to be done and enough to be spread around, and this is what the staff recommends.

Mr. McCormack recalled the conversation about the project. He asked whether it made sense to evaluate another engineering firm, and he's not opposed to hiring RETTEW. He understands that HRG does a lot of work for the Township. They are satisfied with that work, but

for a project that appears to be an emergency, and the cost is less than \$60,000, and at the same time gain familiarity with another engineering firm, it can't be a bad thing.

Mr. Judd motioned to approve the RETTEW Engineering Services Proposal for the Main View Acres Stormwater Improvement Project. Mr. Zoumas seconded the motion. Mr. Blain called for a roll call vote, and Mr. Zoumas voted aye, Mrs. Lindsey voted nay, Mr. Judd voted aye, Mr. Navarro voted aye, McCormack voted aye, and Mr. Blain voted aye. The vote was 5:1, approving the proposal.

Approval of ICA Task Order 2024-01 for the MS4 JPRP Greenbelt Project

Mr. Weaver reported that the Task Order is part of the Intergovernmental Cooperation Agreement (ICA) with the Township, Capital Region Water (CRW), and Susquehanna Township.

Mr. Weaver stated that the task order is needed to authorize CRW as the group's coordinator to have the Parkway Creek Restoration Phase III, Capital Area Greenbelt Association project funding from the group for \$100,000. The Township's share is \$57,000, based on the impervious surface, which is 57%. This amount is included in the approved 2025 Budget. The Authority Board must approve the funding of the Task Order, and the Township must approve it because they are the party to the ICA. The staff and HRG recommend the project.

Mr. Zoumas moved to approve ICA Task Order 2024-01 for the MS4 JPRP Greenbelt Project. Mr. Navarro seconded the motion. Mr. Blain called for a voice vote, and the vote was unanimous.

DRAFT

Township Reports

Update on DEP JPRP MS4 Project

Mr. Weaver provided a brief update on the Township's Pollution Reduction Plan, noting that they are achieving the total credit. The DEP will verify this once the modeling is complete.

The Township's permit expires in July 2025; he noted significant savings because they partnered with PennDOT. The MacIntosh project was just completed, and the final seeding of the park was complete, but Mr. Nolt and Mrs. Scott decided to keep the fencing up until the grass grows; therefore, the park will be closed until the grass grows.

LPT Crew Projects Schedule and Work Completed 2024

Mr. Weaver presented the 2024 project list, noting that the LPTA crew consists of five members and that they can perform the smaller projects for less than the cost of other contractors.

Mr. Weaver noted that it has been more efficient for the staff to do stormwater work, and the savings are much higher. The cost to the Authority is about \$300 a foot, and the contractor charges \$450 per foot. The savings could be in the millions over the next five years. Initially, he thought it would be risky to use the staff, but the crew has done a phenomenal job. He presented before and after pictures of stormwater replacement projects, noting that the Authority staff works with the staff of Public Works on restoration. The Devonshire Heights Rd stormwater work fell into the BC-7/8 project. There were a lot of problems on this road, and Mr. Hinz and his firm designed the stormwater improvements on this road. The Whitley Dr. stormwater repair was an underdrain that failed; there are some major water issues in the Hunt Club area. Some underdrains are failing and need repairs because the stormwater system failed. The property owner in the area of this area had to work on his private system. The project was completed in July 2024. The Authority staff completed the Crums Mill Rd. The project consisted of a culvert replacement due to failing pipes. At Ramsey, there was a culvert replacement and a replacement of the railing. The project at Kenwood Ave. was under the BC-7/8 stormwater improvement project, and the crew installed a new stormwater system at Crums Mill Rd, near Commerce Park. The crew completed the Kenwood Ave. Part 2 and Utah Ave. emergency repair project. This work was completed after a significant rain event, when there were three inches of rain in one day, a major 75-year storm event. The Authority crew performed a temporary repair; they installed massive stones over the bank and reinstated the guide rail until a permanent solution could be engineered. The staff will meet with Mr. Hinz soon to design a stormwater system, which is also within the budget. The Oak Ave. area is also part of the BC-7/8 project. He discovered major ponding around the new storm system, which would have destroyed the newly paved road.

Mr. Weaver noted that Mr. Stepansky completed the design for this project, and there wasn't any additional ponding in the area. He mentioned that the crew does a lot of work on the sewers. On November 20, 2024, Mr. Wetzel was notified that a sewer force main was leaking on Wilshire Rd; he and the staff went out to stop the leak and probably saved the Authority about \$20,000. The Old Locust Lane is a failed bridge, and rather than Bid on the project, the crew was able to install a new culvert to reopen the roadway. He noted that Mr. Stepansky provided the crew's 2024, 2025, and 2026 project schedules.

Mrs. Lindsey stated that Mr. Stepansky did a good job on the presentation; the before-and-after pictures were great. Mr. Judd added that he is impressed, and Mr. Weaver has a great team.

Mr. [redacted] [redacted] he went to [redacted] Dr. and [redacted] Mill Rd, and the crew had finished the project ahead of schedule.

Review of Stormwater Projects Drawdown

Mr. Weaver reported that the [redacted] drawdown schedule is completed. He started it and then met with the GHD staff, and they completed it quickly and in order. This drawdown schedule is valuable because the stormwater and sewer funds can be aligned, and money can be borrowed simultaneously. This drawdown schedule demonstrates the opposite of the sewer's drawdown schedule. He stated that it would take years to spend the funds because the utilities must be relocated to do the stormwater work. The drawdown schedule demonstrates that the Authority will run out of money in 2026 based on all the projects they discussed. The costs expected for design and construction have been populated, and they believe the drawdown schedule is accurate.

Quarterly Financial Report

Mr. Blain announced that he has reviewed the Quarterly Financial Report. Based on the report, the Authority is within or exceeding the budget due to interest earnings. The expenses have been managed well, and the cash operating budget is around \$4.6 million, which is in pretty good shape.

Engineer's Report

Jason Hinz, HRG, Inc., the 2023-2024 MS4 report was submitted and accepted by the PA DEP before the September 30, 2024 deadline. He noted that most of the projects Mr. Weaver mentioned are in the design phase and seem like they'll be beneficial to the Township in the subsequent MS4 permit once the information is released from the PA DEP; this information hasn't been released, and there's no timeline set yet. Weaver added that he has budgeted 5 million dollars for the next Bond issue for the subsequent MS4 permit but doesn't know how much it will cost, therefore, the timing in obtaining the MS4 permit and when they need to tie it all together. It doesn't, it will take some creative planning. Mr. Hinz noted that most of the projects are funded by grants and that they will save on the costs once the requirements are known. At the last meeting, he gave an update on the requirements of the stormwater ordinance, which were adopted, and the ordinance being used.

Announcements

Mr. Blain announced that the Authority Reorganizational meeting is scheduled for Tuesday, February 25, 2025, at 7:00 p.m., and a general meeting will follow at the Municipal Center.

Mr. Blain thanked Mr. Zoumas for his service and wished him all the best.

Mrs. Lindsey announced that the Township is taking a letter of interest for anyone interested in sitting on the Sewer Authority Board.

Adjournment

Mr. Zoumas moved to adjourn the meeting, Mr. Blain seconded it, and the meeting adjourned at 8:46 p.m.

Respectfully submitted,

Approved by,

Shellie Smith
Recording Secretary

Chris Judd,
Secretary

DRAFT