

**LOWER PAXTON TOWNSHIP
AUTHORITY MEETING**

Minutes of Township Authority Meeting held December 15, 2015

A meeting of the Lower Paxton Township Authority (LPTA) was called to order at 7:31 p.m. by Chairman William C. Seeds, Sr., on the above date in the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

Authority members present in addition to Mr. Seeds were: William B. Hawk, William L. Hornung, Gary A. Crissman, Robin Lindsey, David Blain, and Justin Eby. Also in attendance were George Wolfe, Township Manager, Steve Stine, Authority Solicitor, Jay Wenger, Susquehanna Financial Group; Kevin Shannon and Alton Whittle, GHD; and Watson Fisher, SWAN.

Pledge of Allegiance

Mrs. Lindsey led in the recitation of the Pledge of Allegiance to the Flag

Public Comment

No comments were provided.

Board Member Comment

No Board Member comments were provided.

NEW BUSINESS

Resolution 15-15; authorizing a subsidy agreement with Lower
Paxton Township for the 2016 Bonds

Mr. Jay Wenger noted that the resolution is the same form and manner that has been used in the past, most recently in 2015, an agreement between the Authority and the Township as the Township is the borrower for the proceeds of the Authority project. He noted that the subsidy agreement ties the Authority revenues as a reimbursement or payment back to the Township for debt service payments on the bonds that fund the projects of the Authority.

Mr. Crissman made a motion to approve Resolution 15-15; authorizing a subsidy agreement with Lower Paxton Township for the issuance of the 2016 bonds. Mr. Blain seconded the motion. Mr. Seeds called for a voice vote and a unanimous vote followed.

Action on the 2016 GHD Engineering Services Agreement

Mr. Kevin Shannon noted that the Board should have the revised letter dated December 10, 2015 after the discussion held during the past Authority meeting held on November 24th. He noted that the major change is that we proposed to reduce the retainer fee by \$3,000 for 2016 and there is some additional language about the individual rate increases per GHD staff.

Mr. Eby noted that there are two full time and one part time inspectors, what do they do. Mr. Shannon answered that the Township and the Authority cover every construction project with full time inspectors. He noted that the Township has inspectors on staff, but GHD supplements those with some full time inspectors. He noted for last year two to four inspectors were needed. He explained that the Authority agreed for the past three years that GHD would provide a specified number of inspectors at a discounted rate in exchange for full time employment for the Authority projects for the year.

Mr. Eby questioned if they are assigned other projects or are they doing more of a project manager role versus inspection. Mr. Shannon answered that certain project have been assigned to GHD and in that case one of the GHD inspectors is the lead inspector for the project. He noted that every project has a lead inspector as there may be multiple inspectors that report to him and he has provided the lead inspector for many projects. Mr. Wolfe noted that they are not project managers, they are inspectors. Mr. Eby noted that he is trying to wrap his head around the rate scale that you have for specific job titles. Mr. Shannon explained that they are not registered engineers, they do some construction management but he is the overall project manager for all the projects.

Mr. Seeds noted that Mr. Crissman had asked for some reductions at the last meeting and you have done that. He questioned if GHD cut back on the percent of increase by a quarter of a percent. Mr. Shannon answered yes. He explained, at the time of the November meeting the rates were just being finalized at that point and in that process rates have been reduced. He noted that the language at the bottom of the letter explains this. Mr. Crissman noted that he appreciates that GHD sharpened its pencil.

Mr. Crissman made a motion to approve the 2016 GHD Engineering Services Agreement. Mr. Eby seconded the motion. Mr. Seeds called for a voice vote and a unanimous vote followed.

Resolutions 15-16-01 through 15-16-45; authorizing the condemnation of temporary construction easements for building sewer replacements in PC-4C/E

Mr. Wolfe noted that these are standard resolutions that the Authority has acted on prior to the implementation of mini-basin projects in the past. He noted that in most cases the easements are acquired amicably; however this puts the Township in a position that if an easement is not acquired it can proceed through the condemnation process in a timely fashion.

Mr. Crissman made a motion to approve Resolutions 15-16-01 through 15-16-45; authorizing the condemnation of temporary construction easements for building sewer replacements in PC-4C/E. Mr. Hawk seconded the motion. Mr. Seeds called for a voice vote and a unanimous vote followed.

Resolutions 15-17-01 through 15-17-09; authorizing the condemnation of permanent and temporary easements for mainline sewer replacements in PC-4C/E

Mr. Seeds noted that this is the same as the previous resolutions.

Mr. Crissman made a motion to approve Resolutions 15-17-01 through 15-17-09; authorizing the condemnation of permanent and temporary easements for mainline sewer replacements in PC-4C/E. Mr. Blain seconded the motion. Mr. Seeds called for a voice vote and a unanimous vote followed.

Adjournment

Mr. Crissman made a motion to adjourn the meeting, and the meeting adjourned at 7:42 p.m.

Respectfully submitted,

Maureen Heberle
Recording Secretary

Approved by:

William L. Hornung
Township Secretary