

May 18, 2016  
7:00 PM

The regular meeting of the Monroe Township Municipal Authority was called to order by Chairman Miller.

The Pledge of Allegiance was said.

#### ATTENDANCE

Kevin Miller, Chairman  
Sue Sunday, Vice Chairperson  
William Beck, Treasurer  
Ronald Eckerd, Secretary

Michael Pykosh, Solicitor  
Mark Bruening, Engineer  
Karen Lowery, Recording Secretary

#### PUBLIC COMMENTS –

Carl Kuhl, Supervisor, said the Board of Supervisors had a meeting on Monday regarding the Sandy pump station pump #2 and then conversation when to meter readings and billings. The Board suggested that the Municipal Authority look into this matter and provide a recommendation of how to resolve this issue.

Mr. Kuhl added that the Supervisors will hold a meeting with bond counsel. If anyone has any questions that should be asked, please submit them.

Mr. Kuhl announced there will be a 2015 Financial Audit review on June 29<sup>th</sup> and an hour has been designated for sewer funds.

#### MINUTES

**On the motion of Ms. Sunday, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to approve the minutes of the April 20, 2016 regular meeting.**

**On the motion of Ms. Sunday, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to approve the minutes of the May 3, 2016 workshop.**

#### OPERATIONS REPORT

Mr. Miller reviewed the Operation Report. He added that he was at the Sandy pump station and could hear a constant flow, he would guess 25 to 30 gallons per minute.

**On the motion of Mr. Beck, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to approve the Operations Reports for April.**

## FINANCIAL REPORT

**On the motion of Ms. Sunday, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to approve the Financial Report.**

## LIEN/DEBT REPORT

**On the motion of Ms. Sunday, and seconded by Mr. Beck, and by unanimous vote of the members it was duly RESOLVED to approve the Lien/Debt Report.**

## CAPACITY REPORT

Mr. Beck asked if the Breeches of Allenberry plans will be moving forward. Mr. Bruening said that they have an approved Conditional Use, but they are currently looking at selling the property so we don't know what will happen.

Mr. Kuhl added that there is a chance Allenberry could shut down, which would impact the budgeting for 2017.

**On the motion of Mr. Beck, and seconded by Ms. Sunday, and by unanimous vote of the members it was duly RESOLVED to accept the Capacity Report.**

## SOLICITOR'S REPORT

Mr. Pykosh provided a memo to the Board listing the status of accounts that he been working on collecting from. He said that we are moving forward. He said Allenberry hasn't paid, but we will get paid when the property is sold. He heard something may be happening in July.

**On the motion of Mr. Beck, and seconded by Ms. Sunday, and by unanimous vote of the members it was duly RESOLVED to accept the Solicitors Report.**

## ENGINEER'S REPORT

Mr. Bruening reviewed the engineer report dated May 10, 2016.

Mr. Miller asked if the SMTMA project is on track. Mr. Bruening said he emailed out the latest schedule today, which shows a completion date of June 8<sup>th</sup>. He will be attending the construction meeting next week, so he will get an update then.

Mr. Bruening added that he is going to develop a weekly/monthly/quarterly pump station maintenance program for everyone to review.

**On the motion of Ms. Sunday, and seconded by Mr. Beck, and by unanimous vote of the members, it was duly RESOLVED to have Sandy pump station cleaned before the installation of the new pumps.**

**On the motion of Mr. Beck, and seconded by Ms. Sunday, and by unanimous vote of the members, it was duly RESOLVED to accept the Engineers Report.**

## OLD BUSINESS

### PUMP STATION PHONE LINES

Mr. Miller said that he met with Mr. Bruening to look at the electric panels at the pump stations. He found there was not a one line diagram in the panel boxes and there should be to help troubleshoot any issues. Mr. Miller added that the goal is to replace the auto dialers with a system that can send information wirelessly.

**On a motion by Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the members, it was duly RESOLVED to table the pump station phone line discussion.**

Mr. Miller said that he noticed that inside the fences at the Sandy and Spring pump stations there is a lot of leaves and debris that should be cleaned up. He also said that the gaskets around the doors of the electric panels should be replaced to keep water and moisture out. He said the Authority Board could get together to clean up these areas and install new gaskets or the road crew could do this. Mr. Kuhl said that the Authority Board should make a recommendation to the Supervisors if they would like the road crew to do this work.

### ASSET MANAGEMENT COMMITTEE

Ms. Sunday informed the Board that Mechanicsburg and the valley are done with the pipes and manholes. They have hit a wall in White Rock by not having plans for about half of the area. They met with Mr. Bruening tonight to find out where to go next. They are going to start identifying laterals and Mr. Bruening will have the spreadsheet modified. Ms. Sunday knew there would be problems, but wasn't expecting this. She stated that the volunteers are doing a tremendous job. She said the group we have has filled every job and she is very pleased.

**On the motion of Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the members, it was duly RESOLVED to table the Asset Management discussion.**

### 2016 AND BEYOND NORTHERN AND SOUTHERN DISTRICT PLANS – PHASE 1

Ms. Sunday that in the Southern district we should start with visual inspections in the area that is serviced by the Sandy pump station.

Mr. Eckerd suggested we determine, for budgeting purposes, how much money is planned on being spent for improvements and go from there. Ms. Sunday asked if we are waiting until 2017 to identify problem areas, or are we going to move faster.

Mr. Miller said that Sandy is the worst, so we should focus on that area. Mr. Bruening added that some CCTV and ElectroScan has been done in that area, so we can start where they left off.

Mr. Bruening added that he is looking at equipment to help pull the manholes. Mr. Jackson suggested contacting Sheldon Williams at the Dillsburg Authority to borrow theirs. This would give us a chance to try one before we purchase to see if we like it.

**On the motion of Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the**

members, it was duly **RESOLVED** to have the road crew loosen the manhole lids specified by Mr. Bruening ahead of time and then meet on May 25<sup>th</sup> at 11 PM to perform visual inspections along with a member of the road crew.

**On the motion of Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the members it was duly RESOLVED to table the I&I discussion and provide an update at the next meeting.**

#### NORTHERN DISTRICT TRAILER PARK USER CHARGES

Mr. Eckerd said that it sounds like the Supervisors are concerned about meter rates in the Southern district as well as in the Northern district. He would like to ask the Supervisors to assess individual EDU's at the trailer park. He added that the problem is that over half of the debt is bond payments not the treatment costs. He believes everyone in the Northern district has public water, so all could be metered based on usage and then build in extra fees to cover the debt.

Mr. Miller said that the Supervisors are looking for direction from the Municipal Authority on how to handle this matter. Mr. Bruening said that he has looked at other townships and each are handled differently.

Mr. Miller suggested the Authority Board should build a recommendation of how to handle metered residential and non-residential accounts for the Board of Supervisors. Everyone needs to be paying their fair share.

Mr. Pykosh suggested considering or looking into why the meters were put into place instead of being charged a regular EDU. If there is an agreement with the trailer park, because there was one Allenberry so it seems odd that there wouldn't have been something. Mr. Pykosh isn't sure, but the PUC regulates the amount of increases to certain utilities. Mr. Bruening said that Act 57 is used to establish rates. Mr. Pykosh added that the sewer ordinance should be reviewed since it defines the uses.

Ms. Sunday said we need to start with baby steps by figuring out the issue with the three metered customers first and then we can look at where we go next. Mr. Eckerd said he will work on what the metered rate would need to be to cover the debt.

**On the motion of Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the members it was duly RESOLVED to table this matter and change the title to Northern and Southern Metered Customer Review for the next meeting.**

#### NEW BUSINESS

##### CHARTER HOMES – EDU REQUEST

**On the motion of Ms. Sunday, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to approve Charter Homes request for 4 EDU's.**

#### COMMENTS

Mr. Eckerd provided a review of the Northern district funds and a suggestion to pay off the 2010 Bond. Paying \$690,000 would pay the principal and save \$327,000 in interest. There would be a savings of \$53,000 per year. He would like to hear feedback at the next meeting.

Mr. Beck suggesting scheduling a separate meeting to review the budget before the regular June meeting. Mr. Eckerd and Mr. Beck agreed to provide a draft budget for the June meeting and a second draft for the July meeting.

**On the motion of Mr. Beck, and seconded by Ms. Sunday, and by unanimous vote of the members it was duly RESOLVED to hold a meeting on Monday, June 6, 2016 at 7 PM to review the preliminary budgets for the Northern and Southern districts.**

ADJOURN

**On the motion of Ms. Sunday, and seconded by Mr. Beck, and by unanimous vote of the members it was duly RESOLVED to adjourn the meeting at 8:30 PM.**

Respectfully Submitted,

Karen M. Lowery  
Recording Secretary