

June 15, 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 that he and Mr. Pykosh met with Bond Counsel and were able to get a lot of questions answered. Mr. Pykosh will go through his notes and release the information.

#### 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 May 18, 2016 regular meeting.**

**On the motion of Mr. Eckerd, and seconded by Mr. Beck, and by unanimous vote of the members it was duly RESOLVED to approve the minutes of the June 6, 2016 workshop.**

#### OPERATIONS 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 Operations Reports for May.**

#### 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. Eckerd, and by unanimous vote of the members it was duly RESOLVED to approve the Lien/Debt Report.**

#### CAPACITY REPORT

**On the motion of Mr. Eckerd, and seconded by Mr. Beck, and by unanimous vote of the**

**members it was duly RESOLVED to accept the Capacity Report.**

SOLICITOR'S REPORT

Mr. Pykosh stated that one property owner paid in full when the Sheriff was at the door to serve papers. More properties are headed in the direction of being served. Two properties have filed bankruptcy and he filed out information in the bankruptcy and a couple of properties have set up payment plans. He added that the additional fees listed on the report have been increasing due to legal fees through the process and filing costs, but this money will be collected when the property owner pays.

Mr. Jackson asked if those who set up payment plans have been sticking with them. Mr. Pykosh said that they are and if they don't he will start contacting them again.

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

ENGINEER'S REPORT

Mr. Bruening didn't submit a report for this month. He stated that the new pumps at the Sandy pump station are in. He added that the pits were cleaned the day before installation, but he noticed a lot of debris still in the pit the next day. He spoke with Jeff Wilbur and found out that the company that did the cleaning doesn't have the correct equipment to clean a deep manhole.

Mr. Bruening obtained prices from 3 other companies that could do this type of work. Ms. Sunday asked how the prices can vary from \$800 to \$4,000 for the same work. Mr. Bruening stated that Kline's has their own treatment plant, so they don't have to pay to take the waste elsewhere. He also added that SMTMA and Silver Spring Township use Kline's and they were highly recommended by PSI.

Mr. Bruening stated that the old pump was left behind so that it could be used in case of an emergency. He suggested the pump be put in storage so that it doesn't rust up.

**On the motion of Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the members, it was duly RESOLVED to keep the old pump for Sandy pump station and ask the road crew to find a place to store the pump.**

Mr. Beck asked if Jeff Wilbur should have notified us that the pits weren't being cleaned. Mr. Bruening said he assumed they were being cleaned better, but regular septic pumping companies can't always clean them out as good as needed. Mr. Bruening added that Kline's may be able to give a better price if we have all of the pump stations cleaned at once.

Mr. Miller suggested having Sandy pump station cleaned and wait to see how the cleaning at York pump station goes with the septic company. Mr. Bruening added that the Leidigh pits should be cleaned by Kline's also since they are new pumps.

**On the motion of Ms. Sunday, and seconded by Mr. Miller, and by unanimous vote of the members, it was duly RESOLVED to approve Kline's to clean the Sandy pump station.**

Mr. Kuhl asked if a written report could be given of what type of items are pumped out. Mr. Bruening

said they could give an idea, but they can't really tell what is being pumped.

Mr. Bruening also provided a maintenance schedule of items to be checked weekly, monthly, bi-annually and annually. Mr. Miller asked Mr. Bruening to reach out to other Authority's to find out how often they clean out their pits and if they do visual inspections first.

Ms. Sunday requested that we revisit the cleaning frequency at the next meeting after everyone has had a chance to look at the checklist.

Mr. Kuhl requested that Ms. Lowery provide a copy of Jeff Wilbur's current contract to him and the Authority Board.

## OLD BUSINESS

### PUMP STATION PHONE LINES

Mr. Miller said that he has reviewed the information and what items would be needed for wireless connection. He has scheduled a connectivity test to see if Sandy and Spring pump stations would be able to connect to the township building. He will be able to report back with more detail after the test.

**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.**

## ASSET MANAGEMENT COMMITTEE

Ms. Sunday said there have been 280 volunteer hours logged. Mr. Kuhl and Ms. Nelson have taken some field trips to White Rock to measure distances and looking for manholes.

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

The Board discussed when would be the best time to pull the manholes near the Sandy pump station. Mr. Kuhl added that a puller has been purchased and suggested that it would be beneficial to pre-pull the manholes.

**On the motion of Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the members, it was duly RESOLVED to pull 12 manholes in the Sandy pump station area 1 evening during the week of July 11<sup>th</sup> with 2 road crew members for up to 5 hours.**

## NORTH AND SOUTH METER CUSTOMER REVIEW

Mr. Miller said that the metered customers need to be reviewed to see what is in place, as this will be part of the rates for 2017. He feels that everyone should be paying their fair share based on a standard EDU, but we can't hammer the customers with a 300% increase.

Mr. Eckerd said that the only metered properties are the trailer park and the Church of God. He feels that they should pay the same amount for the whole EDU. Mr. Bruening added that Allenberry is also metered.

Randy Jackson stated that he has spent 60 hours reading all of the Supervisor and Authority minutes since 1994, along with all of the Resolutions and Ordinances. He made copies of information he thought may be helpful and is going to type up 5 reports regarding the meter issue to help explain what he has found. Once completed the reports will be given to the Supervisors, Municipal Authority Board and Mr. Pykosh. He has not found a contract on file and asked Mr. Pykosh if he reached out to the trailer park owner. Mr. Pykosh said that he did contact them and they weren't aware of anything on file, but would review their records.

Mr. Eckerd said the other option would to have everyone metered. He contacted Suez Water Company, but hasn't reached out again because he got the feeling that they wanted to stick with EDU's.

Ms. Sunday added that she would like everyone to be based on the same method. She would like to think about it.

Mr. Miller would like to look at Mr. Jackson's information. He said the goal is for everyone to pay their fair share and he would think we would want to phase the increase in. We could work on a recommendation and rate plan over a couple of years.

Mr. Eckerd asked why the churches are different. Mr. Jackson said that he found in the minutes there was a request from the Church of God to be metered.

**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 until Mr. Jackson's information in reviewed and then work on a path to move forward.**

## NEW BUSINESS

### 2017 BUDGET DISCUSSION

Mr. Miller stated that a budget meeting was held to review the first draft of the budget. The Board talked about having a second draft for the July meeting and being ready to pass the final budget to the Supervisors in August.

Mr. Kuhl said that PNC can come to talk to the Board as a bond salesman advisor or as an underwriter, but not both. We could look at switching the bonds to a bank loan. We would have to look at the amount due to refinance vs. bank loan terms which may be shorter. He felt the draft budget was an excellent presentation to start to reduce the debt.

Mr. Miller asked if the Northern portion of the 2010 bond is paid down there will still be \$326,000 of the Southern's portion still left, will there be any penalties. Mr. Kuhl said the bond is callable and there is no indication of hidden charges.

Mr. Jackson said that the Dillsburg Authority used an advisor who took looked at all of their bonds and was able to get a bank loan that saved \$940,000 and lowered the term by 10 years.

There was discussion by the Board in regards to paying off bonds or loans, interest rate amounts and what would be more beneficial to payoff first. They also discussed "rainy day" fund amounts and which fund should be used to pay for certain items, and increasing the amounts in a few lines.

Mr. Miller suggested that the budgets be set up using the same format and line items. Ms. Sunday agreed that they would be easier to compare if they had the same format.

**On the motion of Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the members it was duly RESOLVED to have Mr. Beck and Mr. Eckerd set up their budgets using the same formats and funds for the next meeting.**

TRINDLE STATION – 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 Trindle Stations request for 5 EDU's.**

COMMENTS

Mr. Eckerd asked if Mr. Stoneberger is going to be attending the meetings. Mr. Miller said he will contact Mr. Stoneberger.

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 9:30 PM.**

Respectfully Submitted,

Karen M. Lowery  
Recording Secretary