

# **MINUTES**

## **SILVER SPRING TOWNSHIP AUTHORITY REGULAR MEETING**

**April 20, 2011  
5:30 PM**

The Silver Spring Township Authority met in regular session on Wednesday, April 20, 2011 at the Township Building, 6475 Carlisle Pike, Mechanicsburg, Pennsylvania.

Chairman Brown called the meeting to order at 5:30 PM, and opened with the Pledge of Allegiance.

Authority members present: Mr. Russell Brown, Mr. Dave Weihbrecht, Mr. Robert Mull and Mr. Richard Snelbaker.

Staff members present: Mr. James A. Stevens – Authority Manager, Mrs. Susan Hostetler – Office Administrator, Mr. Ryan Rhoades P.E. – Authority Engineer, and Mr. Steve Stine, Esquire – Authority Solicitor

Others present:

David Lenker II

### **SUPERVISOR'S COMMENTS**

Supervisor David Lenker indicated that Palmer Construction has been awarded the bid for the renovations of the new township offices, which are tentatively scheduled for occupation by mid-summer, 2011.

### **APPROVAL OF MINUTES**

On a Mull-Brown motion, the board approved the minutes of March 16, 2011.

Motion carried.

### **PUBLIC PARTICIPATION**

None.

### **TREASURER'S REPORT**

On a Mull-Brown motion, the board approved the expenditures for the month of March as presented, in the amount of \$729,036.64.

Motion carried.

On a Mull-Snelbaker motion, the bills listed below were approved for payment from the Authority Capital Reserve Account:

<u>Vendor</u>	<u>Invoice #</u>	<u>Reference</u>	<u>Amount</u>
Grassmasters	Apr-11	Starter Fertilizer Application	\$525.00
Mechanicsburg Boro	Mar-11	Mechanicsburg - Bay Upgrade	\$136,891.57
Pennoni Assoc.	468363	Treatment Plant Expansion	\$2,644.25
Pennoni Assoc.	468366	Trindle Spring Run Interceptor	\$6,588.50
<b>Total</b>			<b>\$146,649.32</b>

Motion carried.

On a Mull-Brown motion, the bills listed below were approved for payment from the Authority Developer's Account:

<u>Vendor</u>	<u>Invoice #</u>	<u>Reference</u>	<u>Amount</u>
Pennoni Assoc.	468367	Evergreen Phase III-C	\$56.50
Pennoni Assoc.	468368	Milfording Highlands	\$117.59
Pennoni Assoc.	468369	Country Club Estates - Final Subdivision	\$5,687.20
Pennoni Assoc.	468370	Team Rahal	\$117.59
Pennoni Assoc.	468371	Morgan Tract - Final Subdivision	\$117.59
Pennoni Assoc.	468372	Sun Motor Cars Inc.	\$117.59
Pennoni Assoc.	468373	Evergreen 2 Phase 2, 3 & 4	\$61.09
Pennoni Assoc.	468374	Milfording Highlands - Phase 2	\$113.00
<b>Total</b>			<b>\$6,388.15</b>

Motion carried.

On a Mull-Snelbaker motion, the bills listed below were approved and forwarded to the Township Developer's Account for payment:

<u>Vendor</u>	<u>Invoice #</u>	<u>Reference</u>	<u>Amount</u>
Pennoni Assoc.	468375	114 Associates (P)	\$593.70
<b>Total</b>			<b>\$593.70</b>

Motion carried.

### ENGINEER'S REPORT

Mr. Rhoades discussed briefly the content of his report, dated April 15, 2011. One topic discussed pertained to the treatment facility SCADA system and operator access to the information presented through the system. KJ Construction would be contacted with regard to bringing the Andritz centrifuge equipment data link on line with the existing SCADA program.

### OLD BUSINESS DELINQUENT CUSTOMER LIST

Noted as received.

**FINANCIAL REPORTING AND RELATED MATTERS**

On a Brown-Mull motion, the authority approved a transfer of \$120,000.00 from its Integrity Bank Line of Credit to the Authority's Capital Reserve account, also held within Integrity Bank. The subject draw is to cover payment for the Mechanicsburg WWTP Upgrade billings received this month, as mandated by the Chesapeake Bay Strategy.

Motion carried.

**RESOLUTION A-2001-01  
GREASE CONTROL POLICY  
& GUIDELINES**

This item was tabled until the May Meeting. The discussion of the matter resulted in the suggestion of including the contents of this policy in a revision of the authority's existing Sewer Construction Specification Manual. The revised manual was distributed to board members at the meeting for review and comment at the May meeting.

**NEW BUSINESS  
CAPACITY REPORT – 1<sup>ST</sup> QUARTER**

Mr. Stevens reported briefly on the 1<sup>st</sup> Quarter Capacity Report. Copious rainfall since late February has significantly increased flows in all areas, but the volumes will not be apparent until the Second Quarter Capacity Report is distributed in July.

**RELIEF OF SEWER RENTAL FEES FOR  
TEMPORARILY VACANT PROPERTIES**

Mr. Stevens reported that over the years the Authority has developed a constituency of residents leaving the area to reside in Florida over the winter months. Mr. Stevens explained the requests have doubled and are becoming problematic with regard to the administration of tracking and ensuring that the customers are reactivated upon return and some requests have been for short periods of perhaps thirty days. In researching the minutes, Mr. Stevens found that in 1993 and 1994 such requests were not granted based on the fact that the minimum charge is necessary to meet fixed costs and the expense of establishing and maintaining the system so that the facilities stand ready to serve on a continuous basis. Mr. Stevens contacted several neighboring municipalities and found that Upper Allen, Hampden, and East Pennsboro Townships do bill for sewer service at the base rate without regard to the occupancy status of the household or residential complex.

On a Snelbaker-Mull motion, the Authority reaffirmed the policy of non-waiver of sewer rents and directed staff to discontinue the waiver of base sewer rental fees for properties that are temporarily vacated, and to deny any future requests for such waivers.

Motion carried.

**RELEASE OF MAINTENANCE BOND –  
DEDICATED SEWER INFRASTRUCTURE**

On a Brown-Mull motion, the Authority approved the release and return of the maintenance bonding instruments as identified below.

Evergreen, Phase III C	– Bonding Amount: \$ 4,936.00
Evergreen II, Phase I	– Bonding Amount: \$ 7,319.40
Evergreen II, Phases 2-4	– Bonding Amount: \$ 26,445.38
Evergreen II, Phase 5	– Bonding Amount: \$ 5,482.18
Morgan Tract (Fieldstone)	– Bonding Amount: \$110,135.00
Sun Motors	– Bonding Amount: \$ 16,528.21
Sun Motors, Relocation Work	– Bonding Amount: \$ 10,017.10
Rahal Toyota	– Bonding Amount: \$149,347.00
Walden Phase 1B	– Bonding Amount: \$ 4,000.00

Motion carried w/Mr. Weihbrecht abstaining from all Evergreen projects and Walden phase 1B, and Mr. Snelbaker abstained from the Rahal Toyota project action.

**IDENTITY FRAUD EXPENSE COVERAGE**

The board reviewed the content of the insurance policy and after a brief discussion with staff, directed that the policy be cancelled.

**OTHER PERTINENT BUSINESS**

Mr. Stevens indicated that a request from Hoffer Properties was received regarding the abandonment of the Foxwood Pump Station Force Main that passes through the former PHICO property, now owned by Hoffer, whereas the company seeks a letter from this authority stating its intent to abandon said force main upon completion of the Trindle Spring Interceptor Project, with a tentative timeline. The consensus of the board was favorable towards indicating the abandonment of the subject force main after completion of the Trindle Spring Interceptor Project, however, the board directed staff to offer no timeline, date, promise, or indication regarding the completion date of the project.

**ADJOURNMENT**

On a Brown-Weihbrecht motion, the Authority meeting was adjourned at 6:26 PM

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Chairman

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Recording Secretary