

The Municipal Authority of the Borough of Lemoyne

510 Herman Avenue, Lemoyne, PA 17043

(717) 737-6843

Tuesday April 12, 2016 Municipal Authority Meeting

The Authority met in regular session at 6:00 p.m. at the Wastewater Treatment Plant with board members Lori Hegedus, John Judson, Sam Leach, and Daniel Green in attendance. Consulting Engineer Matt Todaro, Deepthi Kalyanam, Solicitor Henry Coyne, Plant Employees Charlie Moll and Tim Travitz, and Borough Manager Robert Ihlein were in attendance. On March 8, 2016 the LMA went into Executive Session from 6:55PM until 7:09 PM to discuss potential litigation. No action was taken in Executive Session.

Minutes were approved from the February meeting.

Lemoyne Borough Manager's Report

1. Collection and Conveyance System Operations:
Systems have been functioning normally and routine maintenance is being conducted at the pump stations. No major malfunctions to report.

2. Treatment Plant Operations:
No significant operational issues to report.

Staff is continuing the effort to assemble an "Operations and Maintenance Plan" for the plant. The plan will cover the various stages of the liquid and solids processing functions and will include information from the O&M documents for individual components. This effort will take several months, and Entech Engineering is providing assistance.

3. Authority Projects:
Treatment Plant Construction

Most of the items on our punch list submitted in September have been addressed by the contractors. Quandel has been on site to modify the diffusers that were installed in the tanks.

One of the last remaining items is the functionality of the SCADA system. IDI is being authorized to return to the site to coordinate the technology and train staff how to use it. GES has been on site to bring all the monitoring and control functions together.

As requested by the Authority Board, Charlie Moll and Heath Edleman of Entech Engineering have put together a list of "**Plant Expenses Above & Beyond Upgrade Costs (Not Including General O&M)**". This list is dated April 8, 2016 and is being sent to you as a separate attachment. I recommend the Authority Board review this list and discuss the timing and

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financing of the items presented.

4. New Connections:

a. Request by Joe Katkocin – He is finished the construction of 2 new houses on Herman Avenue across the street from the pool. In December LMA agreed to install a second capped 1.5 diameter service lateral to service the second unit. This has been completed. Mr. Katkocin has just paid the Tapping Fees to the LMA for 2 new dwelling units. Borough staff will inspect the grinder pump installations and final connections.

b. Request for Sewer Service Availability - Staff received a request from an engineer representing a client for the possible development of the 7.5 acre parcel located on the corner of Lowther Street and Susquehanna Court. The project under consideration is described as a “transitional care facility” with an estimated average daily flow of 10,000 gpd. No activity to report this month.

c. Artis Personal Care Facility – this 64-bed memory care unit is scheduled to be constructed on the northeast corner of 12th and Indiana Avenue. The land development plan has been approved, and a building permit is pending. They will construct a privately-owned pump station that will connect to a manhole near the intersection. They have not paid the Tapping Fee yet. Their Planning Module was just approved by PADEP. The Authority will need to pay to have a lateral extended from the nearest manhole to the nearest point of connection on the customer’s property. The engineer for the Authority will need to get involved at some point to make up a plan and specifications for a contractor to follow. Borough staff will implement the installation.

d. Vacant parcel on North 12th Street – an inquiry was made in February by a local surveying/engineering firm about sewer service to the 4.5 acre parcel just to the north of the Artis property. The property is zoned Office/Residential, and a multi unit residential development was mentioned. A local multi-family project developer has now submitted a sketch plan for a 35-unit apartment building and is being reviewed by the Borough Planning Commission.

Administration:

a. Memo from Borough Council to do a Request for Letters of Interest for sale of the assets – Zachary Border and David Beasley have volunteered to participate on behalf of Council. There is potential availability of free services available through PA DCED to assist with the valuation of assets. On February 11 Council authorized me to prepare and submit the grant applications. A letter of request has been submitted, and I am waiting for a response.

b. Entech Engineering is assisting Borough staff to gather the information needed for the 2015 Chapter 94 Report, which was delivered to PA DEP on March 30th. A copy was transmitted to Burchart Horn for their files. Copies can be made available to the members of the Authority if they would like to

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have one.

c. In the past couple of months the Solicitor for the Authority has raised some questions about insurance coverage for the Board. I would like to have Mr. Coyne meet with me and our insurance broker to be sure that the Authority does have coverage that they need.

d. The date of June 18th has been selected as the date to hold an Open House at the plant. The time frame is 9 am to noon. Staff will be on hand to conduct tours around the property. I would welcome input from the Authority Board as to what else would be appropriate, such as having food and refreshments, give-away items, etc. A tour by the Authority before the Open House is also warranted. We could meet at 5:00 before the May 10th Board meeting. Charlie Moll is volunteering his time for the event.

Visitors

None

Engineers Report – BH’s Deepthi Kalyanam

Activity This Period and Current Status

1. Received April 7th updated copy of Plant Staff’s “Lemoyne Borough WWTP – SCADA, Instrumentation, and Control Items”. Distributed copy to Prime Contractors for review and response. IDI and GES assisted Staff in resolving outstanding issues.
2. Reminded LMA’s Will Hess to hold Electrical and General Contractor’s AFP until items resolved.
3. Continued construction phase services.
4. No AFPs were submitted this month.
5. Quandel finished modifications to Digester coarse air diffusers.
6. MBR CORs No. 25 and 26 - to be further discussed during executive session with LMA’s Solicitor.

Future Activity

1. Continue construction phase services. Process any remaining contractor submittals. When directed, process Electrical Contractor Closeout Documentation. Prepare Pennvest Payment Request.
2. Continue work on addressing “Lemoyne Borough WWTP – SCADA, Instrumentation, and Control Items” with all parties. Teleconference meeting to be scheduled to review outstanding issues.
3. General Contractor’s AFP No. 27 – hold until process performance test results can be accepted and all their associated “SCADA, Instrumentation, and Control Items” are completed.

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4. Electrical Contractor AFP – hold until all their associated “SCADA, Instrumentation, and Control Items” are completed.

Collection System Flow Data Management (90002-09)

Activity This Period and Current Status

1. Downloaded 3 years data for all meters from Telog server and provided copy of the data to the Borough Manager as a backup.

Future Activity

1. None.

PennDOT Route 83 (90002-11)

Activity This Period and Current Status

1. Forwarded supplemental documentation to PennDOT’s Karl Wink on 3/29/16 for approval.
2. LMA Treasurer is preparing cancelled checks to submit to PennDOT for Final reimbursement and closing.

Future Activity

1. If required, coordinate with PennDOT’s Stephanie Dodge to grout abandoned sanitary sewers. Lemoyne’s Tim Travitz to confirm if needed.
2. Recommend LMA continue to hold PACT’s AFP partial payment until PennDOT’s Karl Wink approves final contract amount.

NPDES Permit Renewal (90002-14)

Activity This Period and Current Status

1. None.

Future Activity

1. Correspond with DEP as needed.

Chapter 94 Report (90002-19)

Activity This Period and Current Status

1. BH wasn’t requested to assist. Entech submitted Report.

Future Activity

1. None.

Herman Avenue Connections/Artis Connection Planning Module (90002-20)

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Activity This Period and Current Status

1. None.

Future Activity

1. None.

Retainer Work (90002-RT)

Activity This Period

1. None.

Treasurers Report

Will Hesse gave his report.

Payment of Bills

<u>2016</u>	<u>Construction</u>		
	None		
			<hr/>
			\$ -
			<hr/>
<u>2016-04</u>	<u>Operating</u>		
	PennVEST Bank Loan	71398	\$ 38,858.53
	MidPenn Bank	2013 Series	\$ 179,510.00
	PPL	Line Extension Contract	\$ 183.94
	MBR Construction Services	Repairs Outside of Contract	\$ 535
			<hr/>
			\$ 219,087.47
			<hr/>

Will Hesse made a motion to pay the operating bills. The motion passed unanimously.

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Solicitors Report

Mr. Coyne will hold his report for executive session.

New Business

Requested WWTP Upgrades

Charlie Moll went over the list of requested upgrades that were estimated at \$190,600. These projects will be discussed on their own merits as the Authority moves forward. There was some discussion about the memory capabilities of the SCADA system. Charlie Moll suggests earmarking certain projects for the future. For next month's meeting we will need to put "Blower Problem" on the agenda.

Planning Meeting

Will Hesse mentioned that the planning meeting would be a good opportunity to go through the upgrade list. Will Hesse would like to do a joint meeting on what needs to be done in 1 year, 5 years, and 10 years' time. Robert will put together a staff meeting first then we will have a joint meeting between the Sewer Committee and the LMA.

Motion made to approve the insurance appraisal agreement with industrial appraisal company in the amount of \$4,690 for insurance purposes. The annual revaluation service will be tabled. Motion passed unanimously.

Robert Ihelin asked the authority to think about what we'd like to say.

Old Business

WWTP SALE OR LEASE

There have been no meetings of the joint subcommittee.

The Authority went into Executive Session at 7:44 and came out of Executive Session at 8:13 to discuss potential litigation.

Meeting adjourned at 8:14 PM.