

MINUTES: Storm Water Authority Meeting

Wednesday, February 21, 2018

- Welcome and Call to Order at 6:30 pm by President Sweger
- Roll Call by Vicky Dougherty: Present: Ms. Sweger, Mr. McDonald, Mr. Bargo, Ms. Dougherty. Mr. Armbruster absent. Also Present: Manager Eberly, Atty. Mark Wendaur, Bookkeeper Kifer.
- Pledge of Allegiance and Moment of Silence led by Pres. Sweger.
- **Public Comments:** None
- **Public Works' Powerpoint Presentation:** Nate and Jen Bragunier presented photos and explanation of project at 31st and Charles Streets. Four inlets and 12 ft. retention pond installed to correct run-off issue into Spring Creek and Capital Greenbelt. Some corrective actions needed at retention pond to remedy over shooting of water into Greenbelt area. Borough working with Chris Hooper at Dauphin County Conservation District, who pledged additional monies to perform needed remediation.
- **Secretary's Report:**
 - *Minutes of January 17th, 2018 meeting for approval; Motion to approve by Mr. Bargo, 2nd by Mr. McDonald, motion carried.
 - *Mr. Kifer reported all correspondence, inquiries, 23 phone calls since last meeting, emails, mail, were cleared, no follow-up required of board members.
- **Treasurer's Report:** Mr. McDonald reports Storm Water Management Fund \$65,398.55. Motion by Mr. Bargo, 2nd by Ms. Dougherty to approve the following bills paid in January 2018: (Motion Carried)
 - \$200 Accounting Fees to Flannery & Associates
 - \$13,977.00 to Arney Bros. for contracted labor
 - \$2682.88 to Hempt Bros. for storm inlets
 - \$740.00 to Monarch for storm inlets

- **Opening Bids:** None
- **Engineer's Report:** None
- **Manager's Report:** Borough Manager John Eberly reports ongoing discussion with Chris Hooper regarding prevailing wage and work added to Low Volume Road grant project at 31st and Charles Streets. New signatories Jim Armbruster, John McDonald, John Eberly, Blain Bargo and Tammy Sweger have signed onto Authority account and Mr. Eberly will drop off signature card tomorrow at M&T. No progress to report regarding accounting for billing of the Borough's parcels and for the Authority's payment to the Borough for services rendered. Mr. Eberly will report at next Authority meeting on this topic. Mr. Eberly was contacted by Dauphin County Conservation District about hosting a rain barrel workshop. He will respond that Authority is interested and will bring more details regarding workshop to next meeting for planning purposes.
- **Solicitor's Report:** Atty. Wendaur reports a written agreement regarding the purchase of new truck for Public Works/ Authority use is required from borough, in order to bill the Authority for a portion of the truck cost. See notes under New Business below.
- **Approval/Award of Contracts:** None current. Manager Eberly reported that Chris Hooper has to approve improvements to the Charles St/31st Street project to ensure we are in compliance with Dauphin County Conservation District grant. He will update the Authority at the March board meeting
- **Old Business:**
 - ***Educate and Engage Action Plan –**
 - *Ms. Dougherty completed orientation binder to be used in training of new Authority board members and met with Mr. Eberly to review. Mr. Eberly reports material is helpful and complete. Additional items may be added going forward if necessary.
 - * Ms. Sweger prepared narrative to be included with survey data for borough newsletter. She will add that Authority will follow up with

Representative Sue Helms and Senator DiSanto regarding any relevant legislation that may give small municipalities some relief from DEP mandates. Motion by Mr. McDonald and 2nd by Ms. Dougherty to approve narrative, motion carried.

* Mr. Bargo reported quotes on 12X16 inch aluminum signs to be used to designate Authority projects are \$42 each or \$35 if more than six ordered; an additional \$75 fee to set up Authority logo. Nate Bragunier offered his assistance to locate a better rate thru sign company used by Borough and will report to Authority on pricing.

- **New Business:**

***Community Concerns Action Plan** – Mr. Kifer reported some inquiries about discount for payment of annual fee in full. Current accounting system will not accommodate full payments at this time. Mr. Armbruster, Mr. Eberly will correct and devise new payment coupon by June meeting, prior to July invoices being sent out. **Addressing of survey written comments (19 asking why they have to pay fee) tabled to March meeting.**

***Educate and Engage Action Plan** – narrative and pie charts have been added to display board and will be published in next borough newsletter. Planning will continue on rain barrel workshop. Motion made by Mr. Bargo to contribute to cost of newsletters since most respondents identified this as preferred way of public communication; 2nd by Mr. McDonald, motion carried. Actual cost/amount to be confirmed via email communication after newsletter cost determined by Mr. Armbruster.

***Treasurer's Action Plan – new budget planning tabled to March meeting.**

***Sinkhole Herr Street/Chestnut Alley** – Mr. Eberly reported repairs are urgent and quoted by Arney Bros. at approximately \$17,500. Discussion followed regarding payment by Authority for this project; Mr. Bargo made motion that we take funds from 'Contracted Services' line item of current budget for this project, 2nd by Mr. McDonald, motion carried.

***New Truck for Public Works/Authority Use** – Mr. Eberly reported that new vehicle cost \$105,000 of which \$75,000 has been budgeted by Penbrook Borough and remainder requested of Authority – Attorney

Wendaur advised that \$30,000 could be designated as a 'prepaid lease' for services performed by Penbrook Borough Public Works for the Authority in a written agreement with Penbrook Borough. More discussion at March meeting.

- **Comments:** Mr. Eberly relayed conversation with concerned resident who is overdue on fee payments, stating the family cannot afford to pay. Mr. Eberly spent some time with resident and she paid part of outstanding balance.
- **Next Meeting:** Wednesday, March 21, 2018 @ 6:30PM, Community Building.
- **Adjourn:** Motion to adjourn by Mr. McDonald, 2nd by Ms. Sweger, motion carried. Meeting adjourned 8:32 PM.

Respectfully submitted by Vicky Dougherty