

MINUTES: Storm Water Authority Meeting

Wednesday, May 16 , 2018

- Welcome and Call to Order at 6:31 pm by President Sweger
- Roll Call by Vicky Dougherty: Present: Ms. Sweger, Mr. Bargo, Ms. Dougherty, Mr. Armbruster and Mr. McDonald. Also Present: Manager Eberly, Atty. Mark Wendaur.
- Pledge of Allegiance and Moment of Silence led by Pres. Sweger.
- **Public Comments:** None.
- **Secretary's Report:**
 - *Minutes of the April 18th, 2018 meeting for approval; motion to approve by Ms. Dougherty, 2nd by Mr. Armbruster, motion carried.
- **Treasurer's Report:** Mr. McDonald reports Storm Water Management Fund \$109,401.97. Motion by Mr. Bargo, 2nd by Mr. McDonald to approve the treasurer report and the attached bills (see check detail) paid in April 2018. Motion carried.
- **Opening Bids:** None
- **Engineer's Report:** None
- **Manager's Report:** Borough Manager John Eberly provided update on LVRG project; \$20,000 additional funds needed for necessary corrections - waiting on approval from Chris Hooper at DCDE.
- UGI needs to move lines away from inlet at Herr Street, Mr. Eberly negotiating cost with UGI. Other work at Herr Street is complete. Herr St project \$5000 under budget (to date).
- Mr. Eberly still working with Susquehanna Twp. on East Cemetery and Asylum Run projects. 20 acres of the 31 acre cemetery have been clarified to be in Penbrook, however, East Cemetery has not been billed for storm water fees. An easement from the cemetery will be necessary to perform PRP project(s) in coordination with Susquehanna Twp. Max from Rettew

Engineering is preparing needed information to prepare easement agreement. Attorney Wendaur will prepare a written agreement with Susquehanna Twp. and report at next meeting in June.

'Thank You' and 'Storm Water Project' signs have been installed at 3 locations; 31st and Charles Streets, Herr and Chestnut Streets, and Hoffer and Market Streets.

Estimates on annual audit for Borough and the Authority will be discussed at next council caucus meeting. One year vs. three year term to be determined.

Delinquent notices were sent to 146 parcel owners that have paid nothing to date. Four have paid, three more working on payment plans.

Rain barrel workshop June 2nd plans proceeding on schedule.

Mr. Eberly plans to attend meeting of Harrisburg Association of Realtors to educate them on storm water fees and the need to disclose fees to potential buyers before settlement on properties. There have been some instances of property being sold/transferred with new owner having no knowledge of fees.

- **Solicitor's Report:** Agreement (MOU) has been drawn with Borough regarding new truck purchase; one third total amount billed to Authority for truck and use, an initial \$15,000 payment and a second \$15,000 payment due September after first fiscal quarter of 2018-2019. Borough to pay any fees not specified in agreement. Truck should be ready for use by mid-August. Motion to approve MOU made by Mr. Bargo and 2nd by Mr. McDonald, motion carried.
- Attorney Wendaur also reported that Keystone Collections will provide any requested reports at no cost to Authority. Collections responsibility resides with Keystone on delinquencies; this needs to be added to their agreement after determining what is considered 'reasonably collectible'. Some discussion regarding liens – any monies owed to a municipality are considered an automatic lien, however it must be legally recorded in order

for a settlement company to 'find' or be aware that there is a lien against a property. Legal costs of recording liens, if necessary, need to be included into next budget. (Approximately \$75 to record a lien, Attorney Wendaur will confirm actual costs)

In regards to filling vacancies on the Authority board, the by-laws state that borough council will appoint a new member.

- **Approval/Award of Contracts:** None current.
- **Old Business:**

***Educate and Engage Action Plan –**

Authority members helping with rain barrel workshop on June 2nd should arrive by 9:30 to Community Building for set up. Mr. Bargo volunteered to pick up rain barrels and deliver for workshop.

Rick Levendusky has been working on 'project page' for website, adding Elm St. (Project 2) and Herr and Chestnut St. (Project 3). Motion to approve additions and posting to website made by Ms. Dougherty, 2nd by Mr. Armbruster, motion carried.

- **New Business:**

***Community Concerns Action Plan –** In order to address runoff concern at 9 North 24th Street, another letter from Borough to be sent to property owner with explanation that the geography of the property and downspout direction is the cause of the water collection in the yard – public works observes no issues with inlet drains or water flowing in from street. Ms. Dougherty will review records for previous letter sent by borough manager Armbruster in September or October of 2017 for Mr. Eberly to review.

Meeting scheduled tomorrow 10AM with DiSanto and Helm offices and DEP representatives for update on any legislative actions or relief on storm water fee burden on small municipalities and their residents.

Motion to approve resignation of Ms. Dougherty made by Mr. Armbruster, 2nd by Mr. McDonald, motion carried. A replacement for her to be discussed at next council caucus meeting; for now, it is acceptable for her to serve as non-voting member. Secretarial duties will be reassigned going forward. Ms. Dougherty will assist new appointee with an orientation and mentoring as President Sweger deems necessary.

Notice will be placed in June 20 borough newsletter explaining fiscal year and take over of billing and collection by Keystone Collections, as well as being posted to Facebook and borough website.

***Treasurer Action Plan** – Executive session following meeting to continue budget planning. Mr. Eberly prepared tentative 2018-2019 budget for consideration.

- **Next Meeting:** Wednesday, June 20, 2018 @ 6:30PM, Community Building.
- **Adjourn:** Motion to adjourn by Mr. Bargo, 2nd by Mr. McDonald, motion carried. Meeting adjourned 7:50 PM.

Respectfully submitted by Vicky Dougherty