

MINUTES
SEWER ADVISORY BOARD (SAB) MEETING
NOVEMBER 17, 2022

The regular monthly meeting of the Upper Allen Township Sewer Advisory Board was held on November 17, 2022, in the Upper Allen Township Municipal Building, 100 Gettysburg Pike, Mechanicsburg, Cumberland County, Pennsylvania.

MEMBERS

Dan Hower, Chairman
Bob Haines, Vice Chairman
Dave Gabel, Secretary
Mike Gillespie (Absent)
Karen Overly Smith

TOWNSHIP OFFICIALS

Jim Cochran, Commissioner
Jeff Walter, Commissioner
Barry A. Cupp, Sewer Dept. Director
Kodi Hockenberry, WWTP Supt./Asst. Sewer Dept. Director (Absent)

GHD ENGINEERING SERVICES

Joel Kostelac, P.E.

Chairman Hower called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited by all. Roll Call was taken by Recording Secretary, Sherie Minich.

APPROVAL OF MINUTES
SEPTEMBER 22, 2022

Chairman Hower called for approval of the Minutes of the September 22, 2022, meeting. Chairman Hower made a **MOTION** to approve the Minutes of September 22, 2022; **SECONDED** by Karen Overly Smith. The Motion carried unanimously.

CHAIRMAN'S ANNOUNCEMENTS

There were no new announcements.

CHAIRMAN'S RECOGNITION OF VISITORS

There were no visitors.

OLD BUSINESS

GRANTHAM WWTP SLUDGE DEWATERING SYSTEM
UPGRADE AND MISCELLANEOUS IMPROVEMENTS

Mr. Kostelac summarized where things stand with the dewatering improvements at the wastewater treatment plant, reiterating the fact that the project is taking place in two parallel

paths. The first path is the COSTARS procurement, and the second path is the design/bid/build procurement.

The COSTARS procurement includes the purchase and installation of the BDP screw press (the dewatering machine), along with the ancillary equipment associated with that process which includes things like the polymer feed system, new sludge pumps, the conveyor system, and a variety of piping and electrical controls.

Improvements that are not associated with the COSTARS equipment installation include replacement of the rubber roofing on the dewatering building, architectural changes associated with the room itself, removing the lime silo and squaring off that portion of the building, replacing the digester blowers, lighting enhancements and a number of other improvements. All in all, everything is on schedule. In addition, the Water Quality Management Permit is ready for submission.

It is expected that the design/bid/build contract for miscellaneous improvements will be out in early December. The bid phase would begin in December 2022 and go through the middle of February 2023. The contract would be awarded between February and March of 2023. What we want is for the work to get done on the building around the same time the other equipment arrives – once the new machine gets there. This is to minimize down time. Our goal is to have this project completed by late fall of 2023.

WITNEY RIDGE LOW-PRESSURE SEWER SYSTEM

Mr. Cupp stated USG was hired to go in and do investigation work using hydro-excavating and magnetic ground location equipment in attempts to find valves and so forth along the low-pressure system. USG was able to GPS in all of the system features they found. That information was then sent to Dawood Engineering, who was hired by the Witney Ridge HOA; Dawood produced a set of as-built drawings which were sent back to the Township for review. In addition to that, the HOA has an attorney preparing a Deed of Dedication to dedicate not only the low-pressure sewer but also the entire gravity system in the development. That is ongoing at the present time. Mr. Cupp asked for questions and there were none.

NEW BUSINESS

Mr. Cupp announced that one of our Board Members, Dave Gabel, is not going to continue after this term. The other vacancy is Mike Gillespie. Mr. Gillespie stated he is not interested in continuing with his term on the Sewer Advisory Board. Kathleen Ferrari applied to fill one of the vacancies. Mr. Cupp stated that typically when we have an applicant, we have a BOC member and a SAB member interview the candidate to discuss their qualifications. Because we know that Mrs. Ferrari worked at the Township for 19 years in the Sewer Department, Mr. Cupp asked if the Board wanted to go through with the interview process or if they just want to bring her on as a new member. Mr. Haines stated he felt it would be appropriate to bring her on. Commissioner Cochran stated that the Board would have to approve her appointment and then take it to the Board of Commissioners for their approval. Chairman Hower asked for a Motion to bring Mrs. Ferrari's appointment to the Board of Commissioners. Mrs. Karen Overly Smith made a Motion to move this to the Board of Commissioners and Mr. Haines seconded. All were in favor.

Mr. Cupp handed out a copy of the 2023 sewer budget. The 2022-2023 figures on the spreadsheet reflect the actual budget that is pending approval by the Board of Commissioners. He advised that there are two main sources of funding in the Sewer Department, which are rentals and tapping fees. Rentals are based on existing plus projected new connections each year. A separate spreadsheet calculates the rental income based on how many connections there are. As far as tapping fees go, developments are based on planned and approved developments, and a lot of these developments are spread out over ten years. They are approved in phases, so it varies a lot as far as how many dollars in tapping fees you get depending on what year that phase of development is approved. It was noted that in 2024 the final payment of the Series 2021 Debt Service and Interest Payment will occur; an amount just over \$900,000.00. As a result, after 2024 the total fund balance jumps up substantially. In addition, in 2032 the final payment of the Series 2017 Debt Service will occur with the final payment of \$531,000.00. So at that time the fund balance will jump up again. Due to a pretty good ongoing balance, the Board of Commissioners considered and made a decision at their November 16 meeting to approve a rate decrease. Commissioner Cochran stated they haven't passed the budget, but the rates will go from \$112.00 down to \$99.50 per quarter. Mr. Kostelac commented that \$112.00 per quarter is super competitive and \$99.50 per quarter is incredibly competitive.

Discussion ensued about looking into the future for costs that may arise, income and expenses. Mr. Cupp stated that we have tackled most of our projects and looking down the road there is nothing imminent that is going to happen. Projects that could potentially happen would be possibly going to UV disinfection to replace our chlorination system, maybe at some point DEP would make us go with advanced filtration of some sort, and with sludge disposal costs going up the way they are and landfills filling up we might have to go to Class A sludge and dispose of the material a different way. He went on to mention that not only Upper Allen's capital improvements must be considered, but Lower Allen Township Authority's as well. Whatever capital projects they might come up with or mandates they might fall under would affect our expenditures and reserve fund balance. Commissioner Cochran added that there could also be the possibility of cleaning up stormwater in the future. That would come out of the stormwater fund. Mr. Kostelac said the landfills are becoming increasingly expensive and it is harder to find places to take sludge material for disposal. The PFAs in water and biosolids are a concern as well. Finding a place to take this material may become even more challenging. Commissioner Cochran asked if we do have to remodel as a result of possibly putting in a UV system, and are we currently doing anything to prepare for that scenario. Mr. Kostelac said the work we are doing now would not affect the future installation of a UV system. If you have to do the UV, we would likely have to move some of the walls out and drop a UV system in at the same spot that the chlorine units are currently located. Mr. Cupp added that an enclosure would also need to be constructed over the existing chlorine contact tanks.

PUBLIC COMMENT

There were no visitors.

ADJOURNMENT

With no further business to discuss, Mr. Hower made a motion for adjournment at 6:50 p.m.

**THE NEXT MEETING IS SCHEDULED FOR DECEMBER 22, 2022, AT 6:30 P.M.
(Meeting was cancelled)**