

DICKINSON TOWNSHIP MUNICIPAL BUILDING
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DICKINSON TOWNSHIP MUNICIPAL AUTHORITY
February 27, 2018

CALL TO ORDER:

Chairman Loomis called the meeting to order at 5:20 pm.

ROLL CALL:

Al Loomis, Bill Baker and Dennis Straub were in attendance. Gerald Eby and Tom Smith were absent.

OTHERS PRESENT:

Township Manager Larry Barrick and Kevin Jacobs of Glace Engineers.

APPROVAL OF AGENDA:

On motion by Mr. Straub and Second by Mr. Baker the Board voted to approve the proposed meeting agenda with the addition of The Chairman's report.

APPROVAL OF MINUTES:

The November 28, 2017 meeting minutes were approved unanimously after motion by Mr. Straub and second by Mr. Loomis.

PUBLIC COMMENTS:

No members of the public were present.

CHAIRMAN'S REPORT:

Chairman Loomis presented an Annual Dickinson Township Municipal Authority Reporting Calendar showing each Report/Plan's due date by month, responsible parties and brief descriptions. A copy of this calendar is included as a permanent part of these minutes.

TREASURER'S REPORT:

The Board examined and discussed the Balance Sheet and the Profit and Loss Detail reports. On Motion by Mr. Baker and second by Mr. Loomis the Balance Sheet and Profit and Loss Detail reports were accepted by unanimous vote. On Motion by Mr. Loomis and second by Mr. Straub the Board voted unanimously to approve Checks numbered 683 thru 692, but to hold check number 692 to Quality Water Resources Inc. (QWR) until the amount can be verified. Mr. Loomis agreed to contact QWR for verification.

A copy of the Bill list is included as a permanent part of these minutes.

ENGINEER'S REPORT:

Mr. Jacobs reported that the grant application that Glace prepared for State funds to assist with the cost of extending the Alexander Spring Road water service line is ready for the Board to approve for submission. Mr. Jacobs reported the plan is to extend the main water line approximately 244 feet east of its current terminus. The extension would enable the Authority to provide public water service to 4 existing homes on Alexander Spring Road. The addresses being 651, 653, 656 and 657 Carlisle Spring Road.

Mr. Jacobs stated that the Authority does not have a utility easement across addresses 651 and 653 and may need to secure a utility easement across address 657 in order to serve addresses 657 and 656. Mr. Barrick clarified that an easement across 657 does already exist which allows for connection to 656 and 657, but no easement across 651 and 653 exists.

Mr. Jacobs estimated the project total costs to be \$84,765.00 and if the grant application is successful in securing 85% of that cost the Authority's share would be \$12,765.00 of which \$3,102.52 can be recouped from tapping fees.

A copy of the material prepared for submission is included as a permanent attachment to these minutes.

NEW BUSINESS:

1. Mr. Loomis presented a Sewer Rate Analysis which demonstrated that the Authority is 19.34% in the red at current rates. The Board reviewed the analysis but postponed action because of confusion as to whether the rate listed in the analysis is for the first 12,000 gallons or the first 15,000 gallons. The Board will re-visit the matter at the next meeting after Mr. Loomis has a chance to review his calculations.
2. Mr. Loomis presented Resolution 2018-01 designating depositories for Municipal Authority funds and authorizing signers on accounts maintained at the designated depositories. Mr. Straub moved to adopt Resolution 2018-1. Mr. Baker seconded the motion and the Board voted unanimously in favor.
3. Mr. Loomis moved to ratify an earlier email vote to authorize Glace Associates to prepare a grant application to extend the Authority's water main along Alexander Spring Road as per the Engineer's report above. Mr. Baker seconded the motion and the Board voted unanimously in favor.

OLD BUSINESS:

1. 537 Phase 2 plan status: Mr. Barrick stated there was nothing to report on this matter.
2. On Motion by Mr. Straub and second by Mr. Baker the Board voted unanimously to approve Resolution 2018-02 authorizing the submission of an application for a small water and sewer grant to the Pennsylvania Department of Community & Economic Development and to further authorize Mr. Barrick to execute all required grant related paperwork.
3. At the Authority's last meeting the Board took action to acquire a credit card for the Dickinson Municipal Township Authority. At that time the requirement by the card issuer to have a copy of a Resolution was overlooked. Mr. Straub moved to accept Resolution 2018-03 designating Mr. Barrick as the card holder and point of contact. The Motion was seconded by Mr. Loomis and passed unanimously.

ADJOURNMENT:

The meeting was adjourned at 6:25 PM after motion by Mr. Baker and second by Mr. Straub.

Respectfully submitted,

William C. Baker, Secretary

February 27, 2018