

AGENDA

WEST PENNSBORO TOWNSHIP MUNICIPAL AUTHORITY

REGULAR MEETING

June 29, 2021

7:30 AM - Call to Order

Pledge of Allegiance

Public Participation

Approval of Minutes – March 23, 2021 Meeting

Old Business

- Delinquent Accounts Update
- Muni-Link Utility Software
- LED Lighting for Treatment Plant

New Business

- Resolution 2021-01
- Yellow Breeches Education Center (7 Springfield Road)

Engineer's Report

- Sewer Rate Study

Supervisor of Operations

Solicitor's Report

Next Scheduled Authority Meeting – September 28, 2021

Adjournment

Minutes of Meeting

West Pennsboro Township Municipal Authority

June 29, 2021

The West Pennsboro Township Municipal Authority met on Tuesday, June 29, 2021, 7:30 AM, at the West Pennsboro Township Municipal Building, 2150 Newville Road, Carlisle, Pennsylvania. The following Authority members were present: Vice Chairman John Bixler, Secretary Jane F. Burke, D. Mark Lehman, and James Snyder. Chairman William L. Piper was absent.

Also present: Solicitor Mark Allshouse, Director of Operations Wayne E. Myers, and Administrative Assistant Myra Barrick.

CALL TO ORDER

Vice Chairman John Bixler called the meeting to order at 7:32 AM, followed by the Pledge of Allegiance.

PUBLIC PARTICIPATION – None

APPROVAL OF MINUTES

On a *Lehman/Snyder* motion, the Board unanimously **approved** the minutes of the March 23, 2021 meeting of West Pennsboro Township Municipal Authority.

OLD BUSINESS

Delinquent Accounts Update

Myra Barrick, Administrative Assistant, reviewed the Aged Receivables and Delinquent Customer Listing reports with the Board. There are 4-four customers with more than \$500.00 in delinquency, and are more than 90-ninety days overdue for liens to be placed. Delinquent letters will be mailed to these customers. Attached listing is provided with the minutes.

Muni-Link Utility Software – Staff have been holding weekly web-x meeting sessions with the Muni-Link conversion team and samples of our current reports, letters, bills and files have been provided to their implementation team. On a *Lehman/Burke* motion, the Board unanimously **approved** to go with the post card type bill for the new utility billing.

LED Lighting for Treatment Plant – Estimates were received from Livezey Electric for \$2,235.00 and Leer Electric for \$4,075.00 for the lighting upgrade at the Treatment Plant. On a *Snyder/Burke* motion, the Board **approved** to go with the Livezey Electric proposal.

NEW BUSINESS

Resolution 2021-01 – On a *Burke/Lehman* motion, the Board **approved** to adopt Resolution 2021-01 for the adoption of updated Schedule of Fees and Charges effective on October 1, 2021.

A letter shall be sent to our sewer customers explaining the rate increase of 12%. The new Schedule of Fees and Charges shall also be included as part of the Re-Organization Meeting to be held in January, 2022.

Sewer Rate Study – The June 24, 2021 WPTMA Sewer Rate Study was presented. On a *Snyder/Burke* motion, the Board **approved** to utilize Scenario 2B-1 District 1 (Plainfield) No-Growth and Scenario 2B-2 – District 2 (Rte. 233) No-Growth Master Spreadsheets.

Yellow Breeches Education Center (7 Springfield Road) – Find out if Yellow Breeches still owns the building and obtain an updated enrollment of students and staff in order to clarify if the correct EDU’s are being billed to the school.

Memorandum of Understanding (WPTMA & Big Spring School District) – Send a letter to the Big Spring School District regarding the MOU credit amount and discontinuance of the Sewer Maintenance Fee.

ENGINEER’S REPORT - none

DIRECTOR OF OPERATIONS

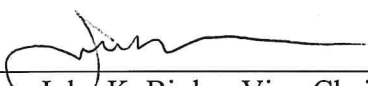
Director Myers discussed the purchase of a 500-gallon propane tank for Pump Station #3 at 680 Centerville Road, Newville.

Director Myers reported that a \$500,000.00 grant for the liner at the Wastewater Treatment Plant has been submitted.

SOLICITOR’S REPORT - none

ADJOURNMENT

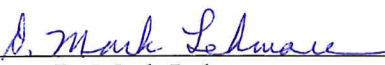
On a Lehman/Snyder motion, and there being no further business to come before the Board, the meeting was adjourned at 8:30 AM. The next Authority meeting is scheduled for September 28, 2021 at 7:30 AM.



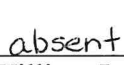
John K. Bixler, Vice-Chairman



Jane F. Burke, Secretary



D. Mark Lehman



William L. Piper, Chairman

James A. Snyder