

EAST PENNSBORO AUTHORITY
MARCH 21, 2019

Regular Meeting

6:30 p.m.

A Regular Meeting of the East Pennsboro Authority was held on Thursday, March 21, 2019, at 6:30 p.m. at the Community and Municipal Center, 98 S. Enola Drive, Enola, Pennsylvania.

Those present were: Commissioner Kristy Magaro, Dr. Glenn Zehner, Mario Billow, and Randy Martin, members of the Authority; John Pietropaoli, Township Manager; Lisa M. Coyne, Esquire, Solicitor; John B. Owen, Assistant Township Manager; Jared Hockenberry, Township Engineer; Ed Myers, Assistant Wastewater Superintendent; and Jonathan Bach, Coyne & Coyne, P.C.

The meeting was called to order at 6:30 p.m. by Ms. Magaro.

II. APPROVAL OF MINUTES

MOTION to approve the minutes of the February 7, 2019 meeting was made by Mr. Billow, seconded by Dr. Zehner, and was carried by a unanimous aye vote.

Mr. Hockenberry passed out information on the Hampden Township, Borough of Mechanicsburg, and Lower Allen Township programs. He asked the Authority members to read through the programs and to call him with any questions regarding scope and technical items.

III. SOLICITOR'S REPORT

Ms. Coyne stated the Board of Commissioners approved the resolution which was required for amending the Authority's Articles of Incorporation. She is in the process of getting that advertised. She also passed out State ethics forms for each board member that need to be filled out and returned by May 1.

IV. AGENDA ITEMS

A copy of proposed bylaws were distributed for review. A brief discussion was held.

MOTION to accept the bylaws for the Authority was made by Dr. Zehner, seconded by Mr. Martin, and was carried by a unanimous aye vote.

Discussion was held on action directing staff to draft the RFP for consultant services for formulation of a stormwater fee program for the Authority's consideration at the next meeting. Ms. Coyne noted it will take a while for the RFP to go out and then to interview firms, but staff would like to keep moving on this item and needs Authority approval.

Mr. Martin suggested they glean directives from the three examples distributed at this meeting and start drafting. Ms. Coyne noted the oldest RFP is that of Hampden Township.

MOTION directing staff to draft the RFP for consultant services for formulation of a stormwater fee program for the Authority was made by made by Mr. Martin, seconded by Dr. Zehner, and was carried by a unanimous aye vote.

Mr. Billow suggested the Authority formulate a common statement to educate the public when asked about the stormwater fee program, outlining the Federal mandate that has been passed to the township.

Ms. Coyne noted the consultant will help the Authority craft the educational component of public outreach, the uniformity and importance of the message and the reason why the Board of Commissioners reconstituted the Authority, and the Authority's goal is to have the rates reasonable and uniform, as the Authority's Act states.

Mr. Pietropaoli noted as they move along with the RFP there will be a point when they will have to pay the consultant. Ms. Coyne was directed to reach out to Mr. Ben Ried, of Eckert, Seamans, Cherin & Mellott, LLC., the Authority's Bond Counsel, to see what sources of funding and financing is available.

MOTION to adjourn the meeting at 7:15 p.m. was made by Mr. Billow, seconded by Mr. Martin, and was carried by a unanimous aye vote.