

**STEELTON BOROUGH AUTHORITY
REORGANIZATION MEETING
January 8, 2018
AGENDA**

TO ORDER: Al Ausman

PLEDGE OF ALLEGIANCE: Al Ausman

RECOGNITION OF AUTHORITY MEMBERS:

Thomas Acri
Al Ausman
Kathy Handley
Ryan C. Maxwell
Michael Segina

NOMINATIONS AND/OR APPOINTMENTS: (It will be necessary to elect 3 officers, and to confirm the appointment of the identified professionals)

CHAIRMAN

VICE-CHAIRMAN

TREASURER

SECRETARY Douglas E. Brown

SOLICITOR Michael L. Solomon, Cohen Seglias Pallas
Greenhall & Furman, PC

BANKRUPTCY ATTORNEY Mark S. Stewart, Eckert Seamans

PUC/ENVIRONMENTAL Timothy J. Horstmann, McNees,
Wallace & Nurick, LLC

ATTORNEY

BOND COUNSEL Donna L. Kreiser, McNees, Wallace & Nurick, LLC

ENGINEER Herbert, Rowland & Grubic, Inc.

AUDITOR Zelenkofske Axelrod (ZA)

REQUEST TO ADDRESS BOARD

Presentation by 8219 Ventures, LLC regarding 119 Pine Street

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

APPROVAL OF MINUTES FROM PREVIOUS MEETING: December 11, 2017

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APPROVAL OF THE TREASURER'S REPORT: October 2017, December 2017

COMMUNICATIONS:

PA Dept. Community & Economic Development

Request to File Authority
Annual Report

PA Department of Environmental Protection

Notice of Violation

Employees Mutual Casual Insurance

Request for Affidavit of
Vehicle Thief

UNFINISHED BUSINESS:

Mr. Solomon

Statue of UGIES Interconnect
Agreement

NEW BUSINESS:

PUBLIC COMMENT:

EXECUTIVE SESSION: For purposes of discussing litigation and/or personnel issues

ADJOURNMENT:

Steelton Pennsylvania Borough Water Authority Meeting Minutes
January 8, 2018

Present:

Tom Acri	Michael Solomon, Solicitor
Kathleen Handley	Ed Ellinger, Engineer
Al Ausman	Doug Brown, Borough Manager
Mike Segina	Mark Handley
Ryan Maxwell	Brian Handley
	Thommie Leggett-Robinson, Exec Asst. Borough Mgr.

The meeting was called to order by Mr. Ausman, who also let the body in reciting the Pledge of Allegiance.

Since this is the first meeting in 2018, there was a RECOGNITION OF AUTHORITY MEMBERS:

Thomas Acri
Al Ausman
Kathy Handley
Ryan C. Maxwell
Michael Segina

NOTE: The terms of Mr. Acri and Mr. Ausman expired December 31, 2017, however, these two persons will continue to serve until other persons are appointed to the positions.

NOMINATIONS AND/OR APPOINTMENTS: Solicitor Solomon stated that since this the reorganizational meeting of the Steelton Borough Water Authority Board, there is an obligation to nominate and elect a Chairman, Vice Chairman, Secretary and Treasurer. Following that announcement, Mr. Solomon asked for nominations for the position of Chair.

Mr. Acri nominated Mr. Ausman for the position of Chair. There were no other nominations. *Ms. Handley moved and Mr. Segina seconded the motion* that Mr. Ausman be elected as Chair. By unanimous acclamation, The Steelton Pennsylvania Borough Water Authority elected ***Mr. Al Ausman Chair of the Steelton Water Authority Board.***

Board Chair Ausman asked for nominations for the position of Vice Chair. Mr. Segina nominated Ryan Maxwell. There were no additional nominations. *Mr. Segina moved and Ms. Handley seconded the nomination* that Ms. Maxwell be elected Vice Chair. By unanimous acclamation, The Steelton Borough Water Authority Board elected ***Ms. Ryan Maxwell as Vice Chair of the Steelton Water Authority Board.***

Mr. Ausman asked for nominations for the position of Treasurer. Mr. Acri nominated Ms. Kathleen Handley for the position of Treasurer. There were no other nominations. *Mr. Acri moved and Ms. Maxwell seconded the nomination* that Ms. Handley be elected as Treasurer. By unanimous acclamation, the Steelton Water Authority Board elected ***Ms. Kathleen Handley Treasurer of the Steelton Water Authority Board.***

The following persons were recommended for appointment to the following positions:

SECRETARY	Douglas E. Brown
SOLICITOR	Michael L. Solomon, Cohen Seglias Pallas Greenhall & Furman, PC
BANKRUPTCY ATTORNEY	Mark S. Stewart, Eckert Seamans
PUC/ENVIRONMENTAL ATTORNEY	Timothy J. Horstmann, McNeese, Wallace & Nurick, LLC
BOND COUNSEL	Donna L. Kreiser, McNeese, Wallace & Nurick, LLC
ENGINEER	Herbert, Rowland & Grubic, Inc.
AUDITOR	Zelenkofske Axelrod (ZA)

Mr. Acri moved and Ms. Maxwell seconded the motion that the Board accept the persons recommended to the open positions. The motion carried by a unanimous vote of the Board.

Mr. Coleo Scott representing 8219 Ventures, LLC which owns 119 Pine Street in Steelton made a brief presentation to the Board. The property on Pine Street has been vacant for a long period of time. Once the tenant moved, the company had the property winterized. Although the property was vacant, the owners noted a large spike in water usage which amounted to the bill going from 0 gallons use to 300,000 gallons in a 28-day period then reverting back to zero usage. Mr. Scott reiterated that the property was totally empty so there should not have been no water usage. The company is asking for relief from the water and sewage bill with the water bill approximately \$3,000.00 with the addition of the sewer bill there is approximate total due of \$7,000.00 to the Borough of Steelton. Mr. Brian Handley stated that the Borough checked the meter and no problems were noted. Mr. Scott's review of the weather showed that the temperatures were above average so there was no possibility that the pipes burst due to the weather. Mr. Segina asked how the building was winterized. Mr. Scott stated that the lines were emptied and antifreeze placed in the traps and toilets. Members of the Board and Mr. Scott discussed the issue at length. Of note, was that there was a \$480.77 delinquent bill prior to the 28-day water and the bill has been in delinquent status for two years. Following the discussion, *Ms. Maxwell moved that 8219 Ventures, LLC be required to pay the principle of the water bill and the Authority will waive penalties and interest. Mr. Acri seconded the motion, which passed by a unanimous vote of the Steelton Water Authority Board.* Mr. Scott was also informed that he must seek relief on the sewage bill from the Steelton Council, which has authority over the sewage system.

There were no comments from the public on agenda items.

The Board reviewed the minutes of the December 11, 2017, meeting. *Ms. Maxwell moved that the minutes of the December 11, 2017, be approved with the corrections she submitted to the Secretary. Mr. Segina seconded the motion which was approved by a unanimous vote of the Authority Board.*

The Treasurer's Report for October, November, December 2017 was reviewed by the Board. Ms. Maxwell requested clarification on the November 2017 report regarding the line item labeled "suspense." Mr. Brown stated that it was something that needed to be assigned to a specific line item which has not been determined. *Ms. Maxwell moved that the Treasurer's Reports for October, November and December 2017 be accepted dependent on Mr. Brown's confirmation of the "suspense" item. The motion was seconded by Mr. Acri and passed by a unanimous vote of the Authority.*

COMMUNICATIONS:

PA Dept. Community & Economic Development requested the Borough File the Authority's Annual Report. Mr. Brown completes the report by updating Board Members and attaches the balance sheet.

PA Department of Environmental Protection sent a Notice of Violation regarding the Borough's not filing a response within the timeframe required. The need for response was left on an answering machine on Thursday before a Friday holiday and was not reviewed until after the deadline. There was a public notice regarding the same issue.

Employees Mutual Casual Insurance requested a notarized Affidavit of Vehicle Theft (claim # 1376003) regarding \$3,500.00 vehicle theft damage.

UNFINISHED BUSINESS:

Mr. Solomon reported that Mr. Brown's signature is on a Deed of Dedication so that the Borough has officially accepted the new interconnect constructed by UGIES. Mr. Solomon stated that we will attach a copy of the technical drawings to the legal document, at which point the improvements will be the property of the Steelton Water Authority. The other portion of the project belongs to UGI. Phase II, which has not started is connecting Capital Region Water's 30 inch pipe to the Borough's section.

At the last Authority meeting, Mr. Segina and Ms. Maxwell were designated to review the available information and make recommendations to the Authority regarding Mr. Rizsh's request for relief on the water bill of two properties. The Committee met and are presenting the following recommendations for action to the Authority Board.

1. Regarding the property located at 512 N. Front Street, it was determined that at this time, no definite determination can be made regarding whether Mr. Rizsh or the Borough is responsible for the high water bill at this property. With this in mind, Mr. Segina and Ms. Maxwell recommend the Borough hold Mr. Rizsh responsible for only half of the water portion of the last bill.
2. The Committee recommends that Mr. Rizsh must pay one half of the water bill at the 70B North Front Street property in order to get the water turned on and make and maintain payment arrangements for the rest of the bill. Failure to keep the agreed-upon payment arrangement will result in termination of water service until the bill paid in full.
3. Consumers be charged \$.50 per bill to provide duplicate bills to the resident and property owner so that both will know the status of the water bill.
4. The Committee recommends the Request for Water Turn-on Form be amended to document who and when the request to turn on or turn off the water is made.

5. Failure to report a problem to the Authority within 6 months will result in no waiver of penalty and/or interest. Also, no other forms of relief will be granted.

After discussion, *Ms. Maxwell moved that the recommendations made by the Committee be approved by the Authority. Mr. Segina seconded the motion, which was passed by a unanimous vote of the Authority.*

NEW BUSINESS:

Mr. Segina requested the Authority approve the development of a two-person committee to meet with persons requesting bill relief between Authority meetings. The committee will accrue all available documentation and prepared a recommendation for action to the Authority at the next scheduled meeting. *Mr. Acri moved that an ad hoc committee be created to review consumer request for relief between Authority meeting, and that Mr. Segina and Ms. Maxwell be appointed as members of that committee. The motion was seconded by Ms. Maxwell and approved by a unanimous vote of the Authority.*

PUBLIC COMMENTS:

There were no public comments made at this meeting.

EXECUTIVE SESSION: For purposes of discussing litigation and/or personnel issues

Mr. Segina moved and Ms. Maxwell seconded the motion that the Authority recess into Executive Session at 6:20 p.m. The meeting was recessed by a unanimous vote of the Authority.

ADJOURNMENT:

The Authority Board Meeting reconvened at 6:40 p.m. at which time *Mr. Segina moved and Mr. Acri seconded the motion that the Steelton Borough Water Authority Board be adjourned. The motion was passed by a unanimous vote of the Authority.*

Respectfully Submitted,



Douglas Brown, Secretary