

**GENERAL MUNICIPAL AUTHORITY OF THE TOWNSHIP OF MANHEIM**  
**FRIDAY JULY 17, 2020 MINUTES**

**Roll Call:**

The regular meeting of the General Municipal Authority of the Township of Manheim was held on Friday, July 17, 2020 at 7:30 a.m. at the Manheim Township Municipal Building, 1840 Municipal Drive, Lancaster, Pennsylvania. Authority members present were: J. Michael Flanagan, James Lombardo, Sam Mecum, M. Dale Weaver and Ben Webber. Also present was William C. McCarty, Esquire, Township Manager-Secretary Sean P. Molchany and Jennifer L. Steigelman, Finance Director.

The meeting was called to order by Mr. Lombardo. He led all in attendance in the Pledge of Allegiance. Mr. Lombardo announced the Authority held executive sessions on April 17, 2020 and May 8, 2020 to discuss litigation.

**Public Comment:** There was no public comment.

**Minutes:**

Mr. Flanagan moved to approve the minutes of the January 17, 2020 regular meeting. Seconded by Mr. Webber. Motion carried unanimously. Mr. Lombardo abstained from voting as he was absent from that meeting. Motion carried 4-0. Mr. Flanagan requested the continuation of the practice of forwarding a draft of the minutes as soon as they are transcribed, and to include all members in receipt of the draft minutes.

**Financial Reports:**

Ms. Steigelman presented the final financial reports for October, November and December 2019 and the preliminary financial reports for January, February and March 2020. She also presented was a preliminary financial report for June 30, 2020 year-to-date. Tapping fees for June 30, 2020 year-to-date were \$60,951.00, interest was \$17,889.00. Other expenditures and miscellaneous reimbursements were \$1,000.00. Disbursements were for legal fees in the amount of \$1,458.00, audit fees in the amount of \$3,300.00 for a total disbursement of \$47,1058.00. The bank balance as of June 30<sup>th</sup> was \$3,169,806.00. The tapping fees were adversely affected by the COVID-19 pandemic.

Mr. Mecum moved to approve the final and preliminary financial reports. Motion seconded by Mr. Weaver. Motion carried unanimously.

**Invoices for Approval for Payment:**

Mr. Webber moved to ratify the following April 17, 2020 disbursements: Maher Duessel in the amount of \$3,300.00 and Barley Snyder, LLC in the amount of \$1,098.00. Seconded by Mr. Flanagan. Motion carried unanimously.

On a motion from Mr. Webber and seconded by Mr. Weaver, the following invoices were approved for payment:

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• ARRO Consulting, Inc.	\$ 460.00
• Barley Snyder, LLC	\$ 1,996.50
• Penn National Insurance	\$ 5,000.00
• Maher Duessel	\$ 1,110.00
• Manheim Twp. Commissioners	\$11,972.87

Mr. Mecum questioned the ARRO Consulting Inc. invoice as he understood they were no longer the Authority's engineers. Mr. Molchany explained, on the advice of counsel, there are dual engineers until the settlement of the litigation. There was a brief discussion regarding the consulting fees and the surety bond. Mr. McCarty, Mr. Molchany and Mr. Flanagan provided a brief history of the Authority's involvement in the acquisition of the Schwartz property (now Overlook Park) to the newer members. Mr. McCarty explained the April 17<sup>th</sup> disbursement made to Barley Snyder, LLC was in connection to the audit. The Authority members requested they be provided itemized bills moving forward. Mr. Webber moved to pay the bills as listed, except for the ARRO Consulting, Inc. until further clarification. Once Ms. Steigelman receives email clarification, and approval from the Authority, she may pay this bill. Seconded by Mr. Weaver. Motion carried unanimously.

**Presentations/Public Hearings:** No presentations/public hearings.

**Old Business:**

**Authority Records from ARRO**

Mr. Molchany stated it would be very difficult to search out and locate all Authority records held by ARRO, as their paper records are not organized. According to Phil Mellott, Public Works Director, the paper records already in the Township's possession are more organized and complete. If necessary digital records could still be obtained from ARRO.

**New Business:**

**Audit Update**

Ms. Steigelman stated the audit is about finalized. Mr. Weaver received a draft of the audit. Ms. Steigelman will meet with Mr. Weaver to review some questions but expects the audit will be finalized by the next meeting.

**Correspondence/Other Business:** There was no correspondence or other business.

**Executive Session:**

The Board held an executive session beginning at 7:53 a.m. The regular meeting reconvened at 8:04 a.m.

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**Adjournment:**

There being no further business, on a motion by Mr. Mecum, seconded by Mr. Flanagan, it was moved to adjourn the meeting at 8:06 a.m. Motion carried unanimously.

The next meeting will be Friday, October 16, 2020 at 7:30 a.m.

Respectfully submitted,

Sean P. Molchany  
Recording Secretary