

GENERAL MUNICIPAL AUTHORITY OF THE TOWNSHIP OF MANHEIM
FRIDAY OCTOBER 15, 2021, MINUTES

Roll Call:

The regular meeting of the General Municipal Authority of the Township of Manheim was held on Friday, October 15, 2021, at 8:00 a.m. at the Manheim Township Municipal Building, 1840 Municipal Drive, Lancaster, Pennsylvania. Authority members present were Sam Mecum, M. Dale Weaver, Benton Webber, and Adam Smith. Matthew Creme was absent. Also present were William C. McCarty, Esquire, James Drumm, Township Manager, and Jennifer L. Steigelman, Finance Director.

The meeting was called to order by Mr. Webber. He led all in attendance in the Pledge of Allegiance.

Public Comment:

Dave Wood, 1617 Sycamore Avenue, stated he received a letter from the Lancaster City Water Bureau informing him the water rates were increasing for all Manheim Township customers effective November 29, 2021. For residents the increase will be 21.2%. This is a big increase for Township residents. Mr. Wood respectfully requested the General Municipal Authority, on behalf of the Township, "push back" on this fee increase.

Mr. McCarty explained the General Municipal Authority is not involved with these increases. Under the current operating structure, Lancaster City supplies and bills for this service. Any rate increase would require approval by the Pennsylvania Utilities Commission. Further, the General Municipal Authority may not have legal standing to challenge this increase.

Mr. Wood asked if it is determined the Authority has legal standing, would they be amenable to write a letter to the water authority. Mr. Mecum stated, although they may not have legal standing, the Authority would not be prevented or prohibited from stating a position. Unfortunately, due to new regulations, the Authority cannot act on this request at this meeting, as it was not posted on the agenda twenty-four hours prior to the meeting.

On behalf of the Township, Mr. Drumm will contact the water authority for the calculation used to justify this fee increase, which he will share with the Authority. Once the Authority members have an opportunity to review this information, they may call a special meeting before the November 29 deadline to draft a response.

Minutes:

Mr. Mecum moved to approve the minutes of the July 23, 2021, regular meeting. Seconded by Mr. Weaver. Motion carried 4-0.

**GENERAL MUNICIPAL AUTHORITY OF THE TOWNSHIP OF MANHEIM
FRIDAY OCTOBER 15, 2021, MINUTES**

Financial Reports:

Ms. Steigelman presented the final financial reports for second quarter 2021, and the preliminary financial reports through September 2021. Ms. Steigelman stated they are operating as expect. Tapping fees are slightly above what was budgeted. Mr. Smith moved to approve the final and preliminary financial reports. Motion seconded by Mr. Mecum. Motion carried 4-0.

Invoices for Approval for Payment:

Mr. Webber requested someone reach out to Russell, Krafft & Gruber to change name of Township manager on their invoices. Ms. Steigelman stated she would do so.

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

• Barley Snyder LLC	\$ 486.00
• Russell, Krafft & Gruber	<u>\$1,482.00</u>
	\$1,968.00 Total

Motion carried 4-0.

Presentations/Public Hearings: There were no presentations or public hearings.

Old Business:

PA Association of Municipal Authorities

Mr. Weaver made a motion to approve the Authority join the PA Association of Municipal Authorities. Second by Mr. Smith. Motion carried 4-0.

2022 Budget

Ms. Steigelman presented the 2022 budget. She consulted with Lisa Douglas, Director of Planning and Zoning, regarding any development projects anticipated for 2022. Based on this information, Ms. Steigelman made the conservative estimate of \$178,000 for the projected tapping fees revenue for 2022. The debt service cost is due to refinancing and cost-sharing between the Township and the Authority. This is also an estimate.

Mr. Webber expressed his concern the budgeted amount of \$15,000 for legal fees may be too low. The Authority agreed this amount should be increased to \$37,000 and the engineering fees should be increased to \$5,000. As this a -0- balance budget, Ms. Steigelman will need to increase the projected revenue from tapping fees. The Board directed Ms. Steigelman to increase tapping revenue to \$200,000. Ms. Steigelman will make these changes and present the revised budget to the Authority at their January 2022 meeting.

**GENERAL MUNICIPAL AUTHORITY OF THE TOWNSHIP OF MANHEIM
FRIDAY OCTOBER 15, 2021, MINUTES**

New Business:

Mr. Mecum shared the Resolution 2021 – 50 appointing a temporary stormwater management task force recently adopted by the Board of Commissioners and Resolution 2021 – 3 appointing six of the eleven placeholders.

Correspondence/Other Business:

On behalf of the Authority, Mr. Webber thanked M. Drumm and Phil Mellott, Director of Public Works for preparing the map to help the Board understand the system.

Adjournment:

There being no further business, on a motion by Mr. Mecum, seconded by Mr. Weaver, it was moved to adjourn the meeting. Motion carried 4-0.

The next meeting will be in January 2022.

Respectfully submitted,

James Drumm
Recording Secretary