

**LEBANON COUNTY STORMWATER CONSORTIUM
MINUTES**

January 16, 2018
10:00am

Community Room
1220 Mifflin Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, January 16, 2018 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Nick Yingst, Annville Township
Bryan Hoffman, Cleona Borough Authority
Tom Embich, Annville Township
Jim Loser, South Lebanon Township
Tom Long, North Cornwall Township

Robin Getz, City of Lebanon
Julie Cheyney, County Planning
Cheri Grumbine, North Lebanon Township

Non-members:

Scott Rights, Steckbeck Engineering
Dan Cannistraci, Steckbeck Engineering

Dan Lyons, Redevelopment Authority
Ed Brensinger, North Lebanon Township

1. *Roll Call.* Chairperson Getz called the meeting to order at 10:00am and conducted roll call.
2. *Nomination and election of officers.* Chairperson Getz entertained nominations for officers. Mr. Long moved to retain the existing slate of officers, which motion was seconded by Mr. Hoffman and approved by the Governing Body unanimously.
3. *Approve Minutes of the December 18, 2017 Meeting.* Chairperson Getz canvassed the Governing Body for corrections or revisions to the minutes of the December 18th meeting. There being none, Chairperson Getz entertained a motion for the approval of the minutes. Upon a motion by Ms. Grumbine, which was seconded by Mr. Hoffman, the Governing Body unanimously approved the minutes of the December 18, 2017 meeting as presented.
4. *Financial Report.* Mr. Lyons reviewed the monthly cash flow statement and the bank statement and attempted to explain the discrepancies between the two. Prompted by a question by Mr. Yingst, a discussion ensued in which Mr. Hoffman explained the Authority's accrual accounting system and due-to/due-from reconciliation process.
 - a. *Approve Bill to be paid.* Mr. Lyons produced a bill from the Lebanon Daily News containing the charges for the Pollutant Reduction Plan public hearing notice and the 2017 meeting dates. He explained that the Authority paid these bills when they were due and is now requesting reimbursement since funds are available in the Consortium's account. He also presented two bills from Steckbeck Engineering and allowed Mr. Rights to explain the charges.

Upon a motion by Mr. Hoffman, which was seconded by Mr. Loser, the Governing Body unanimously approved the bills to be paid as presented.

5. *Business.*

- a. *Update on professional services procurement.* Mr. Lyons reported that the Request for Qualifications for consulting engineer has been advertised in the Daily News. He requested input from the Governing Body on evaluation and selection of an engineer. It was decided that the Administrator will score and rank the statements and then turn over all statements and the Administrator ranking to the Governing Body for evaluation. All voting members of the Governing Body will review the statements as opposed to establishing a subcommittee specifically for evaluation of the statements.

There was discussion on the legal counsel proposals, particularly concerning conflict of interest. Some members felt the Buzgon Davis proposal should be disqualified because the firm employs the county solicitor who represents Mrs. Cheyney, a member of the Governing Body. Mr. Hoffman moved that the Governing Body review the additional two proposals not previously reviewed. The motion was seconded by Mr. Embich and approved unanimously by the Governing Body.

- b. *Uniform adoption of amendments to Intergovernmental Cooperation Agreement (ICA).* Mr. Loser reported he was informed by his solicitor that because the ICA was originally entered into via ordinance, the amendments must also be approved via ordinance. In the ensuing discussion, there was disagreement as to whether it is necessary to adopt the amendments by ordinance, but it was ultimately agreed to let the solicitors work it out.
- c. *Other Business.* Mr. Rights reported that Scott Arwood of the Pennsylvania Department of Environmental Protection expects to have comments to the Consortium regarding its Pollutant Reduction Plan (PRP) in March. Mr. Arwood told Mr. Rights that he received 105 PRPs for his region.

Mr. Lyons informed the Governing Body that there is now a page within the Authority's website where the Governing Body's minutes, agendas, and other documents can be made available to the public until a separate dedicated website is established.

Mr. Brensinger asked how member municipalities are responding to public backlash over proposed stormwater fees. He also indicated that North Lebanon Township may change their fee structure to reduce non-residential fees. A discussion on the matter followed. Chairperson Getz noted that Mr. Cannistraci had included a good statement concerning the background impetus for the stormwater fees in one of his presentations, which could be provided to municipal receptionists to be read to inquiring public.

6. *Adjournment.* Chairperson Getz adjourned the meeting at 11:18am upon a motion by Mr. Embich.

Respectfully submitted,
Tom Embich, Secretary