

# **THE HARRISBURG AUTHORITY**

## **BOARD OF DIRECTORS**

### **REGULAR MEETING AGENDA**

**SEPTEMBER 28, 2011  
6:00 PM**

**AGENDA**

- I. Call to Order - Pledge of Allegiance - Roll Call
- II. Announcements - Chairman
  - Executive Sessions were held on September 16<sup>th</sup>, September 21<sup>st</sup> and September 23<sup>rd</sup> at 12:00 PM; and today, September 28<sup>th</sup> at 5:00 PM to discuss personnel and litigation matters.
  - Next meeting is scheduled for Wednesday, October 26, 2011 at 6:00 P.M.
- III. Staff Reports
  - Executive Director (Interim) / Engineering Director
  - Facility Director
  - Finance Director (Interim)
- IV. Operator Reports
  - Covanta Harrisburg, Inc. – Resource Recovery Facility
  - City of Harrisburg Public Works Department – Bureaus of Water and Sewer
- V. Consultant Reports
  - Q&A and additional information as necessary
- VI. Minutes of Previous Meetings:
  - August 24, 2011 Regular Meeting
- VII. Modifications or Deletions to the Agenda
- VIII. Public Comments - Agenda Items (3 minutes)
- IX. Old/New Business:

**GENERAL/ADMINISTRATIVE:**

- A. **Night Depository Agreement w/Metro Bank (Derry Street Location):**  
**Motion:** The Board of Directors authorizes the Interim Executive Director to execute the Night Depository Agreement with Metro Bank for transmittal of three bank deposit bag Nos. 1454M, 1449M and 1096M relative to the Derry Street location of Metro Bank.
- B. **Amended 2011 Incumbency Certificate for Metro Bank:**  
**Motion:** The Board authorizes the execution of the Amended 2011 Incumbency Certificate for Metro Bank.
- C. **Amended 2011 Incumbency Certificate for M & T Investment Group:**  
**Motion:** The Board authorizes the execution of the Amended 2011 Incumbency Certificate for M & T Investment Group.
- D. **Amended 2011 Incumbency Certificate for The Bank of New York Mellon Trust Co., N.A.:**  
**Motion:** The Board authorizes the execution of the Amended 2011 Incumbency Certificate for The Bank of New York Mellon Trust Co., N.A.

**E. Hiring of Accounting Assistant:**

**Motion:** The Board ratifies the hiring of Sheri Byrne-Long as Accounting Assistant to The Harrisburg Authority effective September 13, 2011.

**F. Termination of IT Consultant Services with Craig Green:**

**Motion:** The Board authorizes the Interim Executive Director to terminate the services of Craig Green as the Authority's IT Consultant at the appropriate time after all information has been adequately transferred over to the new IT Consultant.

**G. Engagement of The Phillips Group as IT Consultant:**

**Motion:** The Board authorizes the Chairman and/or Interim Executive Director to execute any and all documents required to secure the engagement of The Phillips Group at an estimated cost of \$1,038.60 per month or \$12,463.20 annually, contingent upon the review of legal counsel as the Authority's new IT Consultant. Said Consultant will replace the Authority's previous IT Consultant, Craig Green, after all information has been adequately transferred. Funding Source: Admin IT Support #6271.

**WASTEWATER****A. City of Harrisburg Flood Inundation Mapping - Cost Share for the Pennsylvania Silver Jackets Pilot Project:**

**Motion:** The Board authorizes the approval of up to \$25,000.00 of THA sewer funds as a match to the \$235,000.00 provided by USACE, USGS, SRBC, NWS, FEMA and PEMA to complete the City of Harrisburg's Flood Inundation Mapping that will assist in the evaluation of combined sewer overflow and related storm water projects. Funding Source: Sewer #\_\_\_\_\_.

**WATER****A. HRG for GIS Development and Implementation – Amendment No. 1 for Approval of Phase 1 (Tasks 1 thru 4):**

**Motion:** The Board authorizes the Chairman and/or Interim Executive Director to accept the scope and fee proposed and outlined in a Letter Agreement dated September 23, 2011 from Herbert, Rowland, and Grubic, Inc. and authorizes the Interim Executive Director to issue a Notice to Proceed for Phase 1, Tasks 1-4: Project Understanding and Geodatabase Requirements Documentation for an additional amount of \$8,500.00 not to exceed a new total Compensation for Phase 1, Tasks 1-4 of \$60,000.00. Funding Source: # 7436 Misc. Water Capital Project Costs.

**B. PSECU/United Water Pennsylvania, Inc. - Memorandum of Understanding:**

**Motion:** The Board of Directors authorizes the Interim Executive Director to execute the Memorandum of Understanding between The Harrisburg Authority, United Water Pennsylvania, Inc. and the Pennsylvania State Employees Credit Union relative to the property at the intersection of Elmerton Avenue and Kohn Road in Susquehanna Township, Dauphin County, Pennsylvania.

**C. Amendment to 2011 Water Operating Expense Budget:**

**Motion:** The Board authorizes and approves the amendment to the 2011 Water Operating Expense Budget previously approved via Resolution No. 2010-010 on November 23, 2010

in the previous amount of \$5,594,573.00 for an additional amount of \$54,000.00 to cover unanticipated operating expenses at the Water Treatment Facility. In doing so, the original Operating Expense Budget which was previously approved on November 23, 2010 in the amount of \$5,594,573.00 is hereby adjusted, resulting in additional budgetary expense of \$54,000.00. Said request by the City of Harrisburg dated September 6, 2011 will be attached to the minutes and made a part hereof marked as Exhibit "B".

**D. Pulpwood Sale #9 Extension Agreement with Kevin Zimmerman through The Forest Management Center, Inc.:**

**Motion:** The Board authorizes the Chairman and/or Interim Executive Director to enter into an Extension Agreement with Kevin Zimmerman through The Forest Management Center, Inc. granting a six-month extension to the original Agreement or until September 11, 2011.

**SOLID WASTE:**

**A. Confidentiality Agreement with a Confidential Party:**

**Motion:** The Board authorizes the Chairman and/or Interim Executive Director to execute the Confidentiality Agreement with a Confidential Party contingent upon the approval of the final version by legal counsel relative to the sale/lease of the RRF.

**B. Camp Dresser & McKee, Inc. (CDM) – Agreement for Engineering Services as Technical Advisor for RRF Sale/Lease:**

**Motion:** The Board authorizes the Chairman and/or Interim Executive Director to enter into an Agreement with Camp Dresser & McKee, Inc. (CDM) in an estimated amount not to exceed \$25,000.00 as the Authority's Technical Advisor regarding the sale and/or lease of the Harrisburg Resource Recovery Facility contingent upon approval of the final version's review by legal counsel. Funding Source: RRF – Negotiation 6703D.

**FINANCE**

**A. Treasurer's Report – August 2011:**

**Motion:** The Board approves the August 2011 treasurer's report as submitted and included as Exhibit "A".

X. Board Member Comments

XI. Public Comment - Non Agenda Items (3 minutes)

XII. Adjournment