

THE HARRISBURG AUTHORITY

BOARD OF DIRECTORS

REGULAR MEETING AGENDA

**JANUARY 25, 2012
6:00 PM**

AGENDA

- I. Call to Order - Pledge of Allegiance - Roll Call
- II. Announcements - Chairman
- Executive Sessions were held on January 11th and 18th at 12:00 PM and today, January 25 at 5:00 PM to discuss personnel and litigation matters.
 - Next meeting is scheduled for Wednesday, February 22, 2012 at 6:00 PM.
- III. **SPECIAL ORDER OF BUSINESS – REORGANIZATION – ELECTION OF OFFICERS:**
- A. **2012 Officers:**
Motion: The Board moves that the officers of The Harrisburg Authority for calendar year 2012 shall be as follows: Chairman, Vice-Chairman, Secretary and Assistant Secretary-Treasurer.
- B. **Nomination of Officer (Chairman):**
Motion: The following persons were nominated for the office of Chairman:

- C. **Nomination of Officer (Vice-Chairman):**
Motion: The following persons were nominated for the office of Vice-Chairman:

- D. **Nomination of Officer (Secretary):**
Motion: The following persons were nominated for the office of Secretary:

- E. **Appointment of Assistant Secretary-Treasurer:**
Motion: The Board moves that Shannon G. Williams, Interim Executive Director, be appointed to the position of Assistant Secretary-Treasurer of The Harrisburg Authority for calendar year 2012.
- IV. Staff Reports
- Executive Director (Interim)
 - Engineering Director
 - Facility Director
 - Finance Director (Interim)
 - Document Manager/Right to Know Officer
- V. Operator Reports
- Covanta Harrisburg, Inc. – Resource Recovery Facility
 - City of Harrisburg Public Works Department - Bureaus of Water and Sewer

- VI. Consultant Reports
 - Q&A and additional information as necessary
- VII. Minutes of Previous Meetings
 - December 21, 2011 Regular Meeting
- VIII. Modifications or Deletions to the Agenda
- IX. Public Comments - Agenda Items (3 minutes)
- X. Old/New Business

GENERAL/ADMINISTRATIVE:

A. Parking Lease Agreement – Locust Street Garage:

Motion: The Board authorizes the execution of a Parking Lease Agreement for one unreserved parking space at a cost of \$200.00 per month and five unreserved parking spaces at a cost of \$155.00 per month or \$11,700.00 annually or \$975.00 monthly located in the Locust Court Parking Garage between Property Management, Inc., Agent for Allegheny Electric Cooperative, Inc. and The Harrisburg Authority. Said increase is due to parking fee increases by the Harrisburg Parking Authority to be effective February 1, 2012. Funding Source: Admin - #6630.

B. Engagement of Maher Duessel to Perform 2010 Audit:

Motion: The Board authorizes the Executive Director to execute the Letter Agreement with Maher Duessel to perform the audit of The Harrisburg Authority for calendar year 2010 at a cost not to exceed \$65,000.00 plus up to an additional \$5,000.00 for assistance implementing GASB 53 and 64 on accounting and reporting derivatives and GASB 51 on accounting and reporting intangible assets. Funding Source: Admin #6420.

C. Oppenheimer & Co., Inc. – Financial Advisor for Water and Sewer Projects to Work with State’s Receiver Team:

Motion: The Board authorizes the Chairman and/or Interim Executive Director to execute the Agreement with Oppenheimer & Co., Inc. as the Authority’s Financial Advisor for Water and Sewer Projects to work with the State’s Receiver Team. Said authorization to negotiate and enter into the Agreement was previously authorized at the December 21, 2011 monthly board meeting. Funding Source: To be paid out of any transaction proceeds or Water #6606 or Sewer #6023.

D. Aerotek: Contract to Hire Staffing for Technical Assistance:

Motion: The Board authorizes the Interim Executive Director to negotiate and enter into a contract with Aerotek to assist with staffing. Funding Source: Admin #6280.

E. Abel Staffing: Temporary Staffing for Administrative Assistance:

Motion: The Board ratifies the Interim Executive Director being authorized to utilize Abel Staffing to assist with temporary staffing for administrative assistance. Funding Source: Admin #6280.

- F. **Agreement with Cohen & Grigsby (Authorization for Bond Counsel):**
Motion: The Board authorizes the Chairman and/or the Executive Director to retain the firm of Cohen & Grigsby and authorizes the Chairman and/or Interim Executive Director to enter into an Agreement to function as Bond Counsel for the Harrisburg Authority effective immediately. Funding Source: Sewer #6021, Water #6601 or RRF #6702.
- G. **Authorization to Execute New Signature Cards w/Metro Bank (Water Escrow and RRF #Account and Sewer Revenue Account):**
Motion: The Board of Directors authorize that the Chairman, Vice Chairman and Interim Executive Director be authorized to execute the appropriate Bank Resolution and Signature Cards required by Metro Bank to open new accounts titled Water Escrow Account and Sewer Revenue Account at Metro Bank.

WASTEWATER

- A. **AWTF Improvements Project Preliminary Design:**
Motion: The Board accepts AECOM's 30% design for the AWTF Improvements Project subject to comments provided by THA staff, the City of Harrisburg and HRG Engineering.
- B. **Joint Funding Agreement with U.S. Dept. of Interior and U.S. Geological Survey - City of Harrisburg Flood Inundation Mapping - Cost Share for the Pennsylvania Silver Jackets Pilot Project:**
Motion: The Board authorizes the Chairman and/or Interim Executive Director to execute the U.S. Department of the Interior and U.S. Geological Survey Joint Funding Agreement for Water Resources Investigation. Authorization for approval of the funding up to \$25,000.00 to assist in the evaluation of combined sewer overflow and related storm water projects was previously approved at the September 28, 2011 monthly board meeting. Funding Source: Sewer #7259.

WATER

- A. **Forest Management Center, Inc. – Timber Hauling Road Construction:**
Motion: The Board authorizes the Interim Finance Director to issue funds up to \$75,000.00 to The Forest Management Center, Inc. for the purpose of the installation/construction of a Timber Hauling Road for access to future timber sale projects as bid by The Forest Management Center, Inc. with bids received on November 18, 2011. Funding Source: Water #7436.
- B. **HRG - Amendment No. 2 - GIS Development and Implementation - Pilot Area:**
Motion: The Board authorizes the Chairman and/or Interim Executive Director to execute a Letter Agreement (Amendment No. 2) for Professional Services with Herbert Rowland and Grubic, Inc. for engineering services relative to the GIS Pilot Area Project in the amount not to exceed \$62,000.00. Authorization to negotiate and enter into the Agreement was previously authorized at the December 21, 2011 monthly board meeting. Funding Source: Water #7430.

C. PSECU – Water Line Extension Agreement:

Motion: The Board authorizes the Vice-Chairman and/or Interim Executive Director to execute the Water Line Extension Agreement between The Harrisburg Authority and Pennsylvania State Employees Credit Union (PSECU) relative to their Corporate Headquarters.

D. Removal of Resolution No. 2011-010 from the Table:

Motion: Authorizes the removal of Resolution No. 2011-010 from the table as of 10/26/11 and 11/30/11 for approval of the City of Harrisburg's 2012 Water Operating Expense Budget.

SOLID WASTE:**A. Sale of RRF Property (Used Caterpillar 963 Track-Type Loader – Serial No. 9BL03054 – THA Asset No. 94):**

Motion: The Board authorizes the Chairman and/or Interim Executive Director to accept the offer to purchase and execute the "Bill of Sale" for the sale of the Used Caterpillar 963 Track-Type Loader (THA Asset #94) – Serial No. 9BL03054 to KFG Trucking in the amount of \$6,000.00. Proceeds of the sale of the equipment shall be returned to the Solid Waste Revenue Fund upon receipt.

FINANCE:**A. Election to Participate in Bank of America Settlement – Claim No. 1001204 (Trade Date: 9/15/99) for 1999 & 2003 Water Revenue Bonds:**

Motion: The Board authorizes the Chairman and/or Interim Executive Director to accept the terms of the settlement offer with Bank of America relative to Claim No. 1001204 (Trade Date: 9/15/99) regarding the 1999 & 2003 Water Revenue Bonds in the amount of \$104,892.53.

B. Election to Participate in Bank of America Settlement – Claim No. 1001207 (Trade Date: 4/17/02) for 1999 & 2002 Water Revenue Bonds:

Motion: The Board authorizes the Chairman and/or Interim Executive Director to accept the terms of the settlement offer with Bank of America relative to Claim No. 1001207 (Trade Date: 4/17/02) regarding the 1999 & 2002 Water Revenue Bonds in the amount of \$45,698.26.

C. Election to Participate in Bank of America Settlement – Claim No. 1001265 (Trade Date: 5/22/02) for 1996 Series I – Harrisburg School District Revenue Bonds:

Motion: The Board authorizes the Chairman and/or Interim Executive Director to accept the terms of the settlement offer with Bank of America relative to Claim No. 1001265 (Trade Date: 5/22/02) regarding the 1996 Series I – Harrisburg School District Revenue Bonds in the amount of \$17,970.14.

D. Election to Participate in Bank of America Settlement – Claim No. 1001205 (Trade Date: 10/15/02) for 1998 Series A and B Capitol Associates Project Office and Parking Revenue Bonds:

Motion: The Board authorizes the Chairman and/or Interim Executive Director to accept the terms of the settlement offer with Bank of America relative to Claim No. 1001205

(Trade Date: 10/15/02) regarding the 1998 Series A and B Capitol Associates Project Office and Parking Revenue Bonds in the amount of \$12,254.00.

E. Election to Participate in Bank of America Settlement – Claim No. 1001206 (Trade Date: 8/20/03) for 2003 Series ABC Resource Recovery Facility Revenue Bonds:

Motion: The Board authorizes the Chairman and/or Interim Executive Director to accept the terms of the settlement offer with Bank of America relative to Claim No. 1001206 (Trade Date: 8/20/03) regarding the 2003 Series ABC Resource Recovery Facility Revenue Bonds in the amount of \$57,896.28.

F. Budgets:

1. Resolution No. 2011-010 (Approval of 2012 Water Operating Expense Budget):

– The Board authorizes and approves the City of Harrisburg 2012 Proposed Water Budget dated November 22, 2011 except for:

- (a) the portion thereof relating to the City's General Administration Charges, which the Authority desires to dispute; and
- (b) the amounts included for Administration Salary and associated expenses, which the Authority desires to be increased to the amounts included in the October 20, 2011 Draft.

Said revisions mirror the "Requested" numbers enumerated in the "Expenditure Budget Workbook" presented November 22, 2011 and results in an authorized amount of \$4,534,698 in Direct Operating Expenses and disputed General Administrative Charges, which unless resolved would revert to the previously approved 2011 amount of \$1,398,118.

- XI. Board Member Comments
- XII. Public Comment - Non Agenda Items (3 minutes)
- XIII. Adjournment