

**BOROUGH OF FOUNTAIN HILL
STORMWATER AUTHORITY MINUTES
December 11, 2019
6:00 PM**

Authority members present were: Ms. Jordan, Mr. Figueroa, Mr. Lansek, Ms. Morrison, and Mr. Atkinson. Also, in attendance were Cordula Voges (Finance Director), Pete Lehr (Solicitor), Jill Smith (Borough Engineer), Mr. Branco (Borough Manager) and guests.

Chairman Figueroa called the meeting to order and asked for everyone to rise for the Pledge to the Flag.

Ms. Jordan made a motion to accept the minutes of the November 13, 2019, seconded by Mr. Atkinson, and approved unanimously.

Mr. Atkinson questioned resolution 19-2 regarding the fees. He asked what the revenue before credits would be based on the 500 square feet area in the resolution.

Ms. Smith stated at the \$20 rate the projected revenue would be \$230,000 before any credits. At the \$30 rate, the projected revenue would be \$345,213, again before credits.

Mr. Figueroa asked if the billing date would change if the members decided to initiate the \$30 rate. Ms. Smith replied that it would not.

Mr. Atkinson asked if the \$20 rate would meet the needs of the MS4 requirements (remaining \$710,000).

Ms. Smith stated that the cost of improvements would be met. The MS4 permit is a 5-year permit and there are 3 more years to meet the requirements. This is a starting point and we can base future rates on 2020 performance.

Mr. Figueroa asked Mr. Branco if there were any figures to base a rate. Mr. Branco explained that there are currently no figures. At best we can only guess as to costs. 2020 will be the determining factor as to what costs to expect. At this point we don't know what all how many men will be used from public works, how many hours per week will be needed, what equipment will be utilized from public works, how much time Ms. Voges will spend preparing the bills, how much time the staff will use to print and mail, etc. Ms. Voges stated that reports would be on a monthly basis to start. We will see how it progresses after the program is in place for a time.

Ms. Smith stated the Authority is under a microscope since we are one of the first boroughs to implement this process for collecting fees. The Morning Call did a wonderful job reporting the presentation that was presented to the public at the Laros Auditorium.

Mr. Lehr, as well as Ms. Smith recommended that the fee remain at \$20 per 500 square feet of impervious coverage since that is what was presented to the public at the presentation, and also how the program was modeled based on other municipalities.

Mr. Atkinson asked if a fact sheet could be prepared and placed on the website as well as the borough so that staff would not have to answer the same questions over and over.

Ms. Smith will have a draft of the available credits for the January meeting.

Ms. Morrison asked how the bills would be presented and if they would be stand-alone bills or added to another bill. Ms. Jordan mentioned it would be beneficial if it stood out so residents did not miss it.

Ms. Voges suggested a different colored bill form as well as a different format from the sewer and garbage bills that are currently sent out. The staff will research various billing forms and present them to the Authority.

RESOLUTIONS

RESOLUTION NO. 19-2

A RESOLUTION ESTABLISHING AND ADOPTING A STORMWATER UTILITY FEE, AND PROVIDING FOR A SYSTEM OF CREDITS FOR REDUCTIONS IN STORMWATER UTILITY FEES FOR PROPERTY OWNERS WHO INSTALL FACILITIES THAT AID IN STORMWATER MANAGEMENT

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Thomas Lansek			x			
Kelsey Morrison			x			
Patrick Figueroa			x			
Leo Atkinson		x	x			

Mr. Lehr advised the Members that Borough Council had approved a Quick Claim Deed at the December 2, 2019 meeting. Mr. Lehr requested a motion to approve the Deed

ORDINANCE NO. 855

AN ORDINANCE APPROVING THE CONVEYANCE OF THE STORMWATER SYSTEM OF THE BOROUGH OF FOUNTAIN HILL TO THE FOUNTAIN HILL STORMWATER AUTHORITY; AND TO AUTHORIZE THE EXECUTION AND DELIVERY OF A QUIT CLAIM DEED TO ACCOMPLISH SAID CONVEYANCE; PROVIDING FOR THE SEVERABILITY OF PARTS OF THIS ORDINANCE DEEMED TO BE INVALID; REPEALING ORDINANCES, RESOLUTIONS, OR PARTS THEREOF IN CONFLICT HERewith; A PROVIDING FOR AN EFFECTIVE DATE.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Thomas Lansek		x	x			
Kelsey Morrison	x		x			
Patrick Figueroa			x			
Leo Atkinson			x			

Mr. Lehr also informed the Members that Council also passed Resolution 2019-34 which addressed a Management agreement. Mr. Lehr asked for a motion to accept the agreement.

RESOLUTION NO. 2019 - 34

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF FOUNTAIN HILL, LEHIGH COUNTY, PENNSYLVANIA, APPROVING AND AUTHORIZING EXECUTION OF A MANAGEMENT AGREEMENT WITH THE FOUNTAIN HILL STORMWATER AUTHORITY

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Thomas Lansek			x			
Kelsey Morrison		x	x			
Patrick Figueroa			x			
Leo Atkinson	x		x			

Ms. Morrison asked if there would be a public meeting to discuss the credits that would be available. She was informed that there would be after the Members had a chance to review and discuss those credits.

Mr. Figueroa asked the Members to possibly create a video of the MS4 program to be placed on Social Media.

The Board agreed to meet on an as needed basis in 2020 every 2nd Wednesday of the month starting at 6 p.m.

There will be a meeting on January 8, 2020 starting at 6 p.m. in Borough Hall.

Ms. Morrison made a motion to adjourn at 6:55 p.m.


Ms. Smith need some clarification on a matter and asked the Members to re-convene at 7:05 pm.

Ms. Smith asked how Borough projects that have already received funding would be handled? Would the Authority have to address, or since the projects were pre-Authority would they just be kept in the scope of work listed on the grant applications.

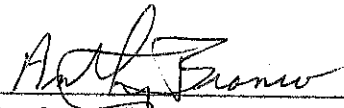
Mr. Lehr suggested that the Authority be made aware of the 2 projects, but since the Borough had already submitted the grant requests, and been approved, the projects would continue as presented to the Grantors.

Ms. Morrison made a motion to adjourn at 7:10 p.m.

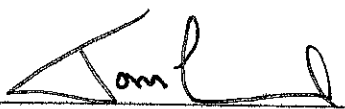
**BOROUGH OF FOUNTAIN HILL
LEHIGH COUNTY, PENNSYLVANIA**

By: 
Patrick Figueroa, Authority Chairman

SUBMITTED BY

By: 
Anthony Branco, Borough Manager

ATTEST:

By: 
Thomas Lansek, Authority Secretary