

**MUNICIPAL AUTHORITY
EAST HANOVER TOWNSHIP
Minutes
August 8, 2017**

The Regular Meeting for the East Hanover Township Municipal Authority was held on August 8, 2017, at 6:00 p.m., at the East Hanover Township Municipal Building, 8848 Jonestown Road, Grantville, PA 17028. Chairman Rick Hoover called the meeting to order with a roll call of members. Members present: Rick Hoover, Smittie Brown, Mike Webb, Alphonse Lepore, with Rich Gold absent. Also, in attendance were: Lee Stinnett, of Salzmann Hughes, Solicitor; Kevin Shannon of GHD, Engineer; Curt Cassel, WWTP Operator; Paul Cornell, Township Manager, and Frances Peck, Recording Secretary.

The meeting was audio taped. The tapes are strictly for the use of the Recording Secretary for clarification during preparation of the minutes.

Public Input: Sheetz Representative Michael LaCesa, William A. Sauserman and Todd Wilson of Alpha Consultant, spoke to the Board regarding a change in the sewer force main at Route 22 and Route 743, that will be running down to the Sheetz store. The building will be at the northwest corner at Routes 22 and 743. Sheetz recently had gotten a recommendation for a conditional approval, from the Planning Commission, that will be brought before the Board of Supervisors on August 15, seeking a conditional approval. Chairman Hoover stated that the original thinking was to collect the waste and pump it up over the hill to the manhole. The modification that is proposed is to incorporate an existing failure to accommodate that into their system and design. Mr. LaCesa stated that was correct. Chairman Hoover said that Sheetz will be accommodating an existing failing on-lot system at the site, in their design. Will the Municipal Authority be able to accommodate the added EDU's? Is the Board comfortable to be able to make that accommodation at this point? There is reserved capacity for a planned sewer line extension in 2020, and they are already reserved. With the most recent calculation, or capacity maybe there isn't capacity for those already reserved. Until the capacity question is resolved, there is some uncertainty. This is a plant rerate issue. Mike Webb said he didn't have concerns about Sheetz doing the appropriate design, and the possible connection in the future, but doesn't want the Board's commitment to translate into a commitment to allow them to hook up until the capacity issue is resolved. Solicitor Stinnett said the Board could allow them to build it, as they are proposing, and once the capacity issue is corrected, allow Fabio's to tap in at that point. Solicitor Stinnett said he was making this proposal based on the concerns he is hearing. Smittie Brown said he was comfortable with this as some of these things are worked out. Mike Webb asked when they were discussing dedication of the line, is the grinder pump included? Mr. LaCesa said, no. Chairman Hoover indicated what they were proposing is Sheetz will design the line, accommodating a tap-in for an additional party. The design will be reviewed, and approved by GHD. At the time of construction, since the planned dedication is to the East Hanover Municipal Authority, the PennDOT

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permits would have to be in the Municipal Authority's name? Mr. LaCesa indicated, yes. Chairman Hoover indicated the line would be dedicated not when it is connected, but when the second customer joins in, then it would formally be dedicated to the Municipal Authority? Sheetz representative stated it would be the line from the curb stop out, the right-of-way line out to the force main. Solicitor Stinnett indicated he would prefer that the Authority not be required to apply for the PA DEP permit, but that would be the only way it could be done, and there will be an agreement that takes care of all the risks. One is being negotiated now, with their counsel, for the Township's side, which is a standard agreement. It was the consensus of the Board with the plan that was presented, and outlined, to accommodate one additional party for the time line of permitting the dedication.

Approval of the Minutes: Alphonse Lepore made a motion, seconded by Smittie Brown, to approve the minutes of the July 11, 2017, Joint Board meeting with the Board of Supervisors, as presented. The motion carried with a 4-0 vote.

Secretary's Report and Communications: No report for this month.

Treasurer's Report: Alphonse Lepore made a motion, seconded by Mike Webb, to ratify the bills paid, approve payments of the bills presented, and to accept the Treasurer's Report for July, 2017, as presented, subject to audit. The motion unanimously carried with a 4-0 vote.

Receipts Sewer Fund	\$185,489.69
Expenditures Sewer Fund	\$ 66,576.78
Total Funds Available	\$457,437.97

Solicitor's Report :

- **Overview of Authority Work:** Lee Stinnett reported he is trying to set up a meeting with DEP Counsel with the South Central Region.
- **Report Diversified and Keystone Collections:** Lee Stinnett said this is being worked on, and investigation into the background, to make sure the Municipal Authority was doing everything that was supposed to be done, before a letter is prepared. Chairman Hoover asked Paul Cornell about recommendations of who would be taking over the billing process. Paul stated that there is a presentation from the company that is doing the Act 32 work. Mike Webb stated that before they sign on the dotted line, the Municipal Authority will have to have a 100-percent

totally accurate list of connections, where the billing goes and how many EDU's. Lee Stinnett said the Municipal Authority needs to advertise for auditing services. Mr. Webb suggested as part of the proposal, things that are required for them to do are clearly indicated in the RFP, that they will need to have the report ready by a certain date, and presented to the Municipal Authority by no later than the next date. This would be in order for the report to be reviewed and discussed with them prior to it being sent out. After discussion, it was the consensus of the Board to pursue advertising for a new auditor.

Manager's Report:

- **Collections:** Paul Cornell discussed the list presented to the Board of the largest collections that have been taken to court, ones that have already paid all the court costs, and ones that and will be coming in to pay the court costs to avoid going to court. This has been cleared with the office and they have a week and a half before the court date. They indicated they would be in to pay what is due. Paul said he has gone after the biggest offenders, the next set will be the remaining to try to get caught up. After this, he will go after the ones that owe the service charges. Five accounts represent 50-percent of outstanding total due, that is well over \$15,000.
- **2018 Budget Process and Fees:** Paul Cornell discussed the 2018 Budget Process and Fees, and asked the Municipal Authority Board to consider September 11, October 9 and November 12, for budget sessions, either before, or after the regular meeting. One of the issues he will be working with is with Howard Butler to get you the information necessary for 2018, engineer, surveying and all the other work related to the 2020 Project, to try to get this for the Board earlier enough for review, before it gets put into the budget, and programmed.

Engineer's Report - GHD:

- **Report regarding other options in West Hanover:** Kevin Shannon reported the Engineer's Report has been provided for the Board

Task Order #4 - Manada Oaks Force Main Siting Study: Awaiting documents from the South Hanover engineer regarding the design capacity at their pumping station. A quick evaluation of the option to take the flow to West Hanover, in consideration of the proposed warehouse development of the extreme west end of the township was provided to the Manager. The option to take the flow east along 22 to the Authority's gravity system is underway.

GHD prepared an updated preliminary schedule for the project. Working on a preliminary/approximate cost for budgeting for next year's design/permitting phase. The surveying and engineering cost estimates will be finalized upon selection of the

force main route and treatment plant.

Task Order #5 - WWTP Rerate: Waiting for the solicitor to coordinate a pre-application meeting with DEP to begin the rerate process.

Developers:

- Talley Petroleum - Pressure testing completed, results of the test are still owed to the Authority.
- Sheetz: Representatives will be present at the meeting to discuss the possibility of Sheetz's proposed force main being turned over to the Authority, instead of remaining private as originally planned. A public force main would help address an issue with the overloaded septic system serving Fabio's Restaurant across 743 from the Sheetz property.
- 262 Bow Creek Road - R. J. Fisher Proposed 92 rooms, 23 EDU's. The developer has submitted the planning module and is aware of the hold on EDU's.
- GHD attended a meeting on 7/25/27 regarding the proposed Alello warehouse.

Chairman Hoover discussed the 537 Plan on why the West Hanover Township didn't make the short list from Manada Oaks, and will find out why. Paul Cornell reported there is additional information he asked from South Hanover regarding a particular station. There were some things that Howard Butler was looking for, particularly a set of as-built that the Township has. South Hanover Township was contacted to get more information that was needed, and was told it would be sent. Within the next week, the manager from South Hanover walked off the job. They will be working without a manager for a period of time, and that information will not be gotten at this time. The other way to get it, is file a right to know for the information. Paul will try to approach the chairman of the board at South Hanover Township for the information.

Plant Operator's Report: Curt Cassel presented the report that had been sent out, and if there were any questions.

Review of the 2020 Project:

This subject was discussed earlier in the meeting. Kevin Shannon reported that Howard Butler updated the 2020 Project Schedule included in the Board packets. Howard didn't change the planning task, even though we are looking at rerate, looking at West Hanover alternatives. All that falls into the first category. Chairman Hoover suggested keeping it as South Hanover is adequate for now.

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Unfinished Business: None at this time.

New Business: None at this time.

Adjournment: Mike Webb made a motion, seconded by Alphonse Lepore, to adjourn the meeting. The motion unanimously carried with a 4-0 vote. The meeting adjourned at p.m. 7:43 p.m.



Frances Peck, Recording Secretary