

**MUNICIPAL AUTHORITY
EAST HANOVER TOWNSHIP
Minutes**

December 12, 2017

The Regular Meeting for the East Hanover Township Municipal Authority was held on Tuesday, December 12, 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, Rich Gold, and Alphonse Lepore. Also, in attendance were: Lee Stinnett, of Salzman Hughes, Solicitor; Howard Butler and Kevin Shannon, of GHD, Engineer; Andy Stein, Consultant, Stein Consulting; Curt Cassel, WWTP Operator; Paul Cornell, Township Manager; Jackie Wilbern, Assistant 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: No input.

Approval of the Minutes: Chairman Hoover asked for a motion to approve the November 14, 2017, regular meeting minutes. Alphonse Lepore made a motion, seconded by Rich Gold to approve the minutes of the November 14, 2017, regular meeting as presented. The motion unanimously carried with a 5-0 vote.

Correspondence: No correspondence at this time.

Treasurer's Report: Smittie Brown presented the Treasurer Report for November 2017. Chairman Hoover asked for a motion to approve the Treasurer's Report as presented. Alphonse Lepore made a motion, seconded by Rich Gold, to ratify the bills paid, approve payments of the bills presented, and to accept the Treasurer's Report for November 2017, as presented, subject to audit. The motion unanimously carried with a 5-0 vote.

Receipts Sewer Fund	\$ 26,062.62
Expenditures Sewer Fund	\$ 63,631.13
Total Funds Available	\$ 211,039.98

Plant Operator's Report:

- Curt Cassel presented the report that had been sent out, and asked if there were any questions.

Solicitor's Report :

- Lee Stinnett presented Resolution No. 2017-01, a Resolution showing the East Hanover Township Municipal Authority Sanitary Sewerage System Rates with respect to certain sewerage rentals and charges, to authorize the quarterly rate increase for the upcoming year.

Chairman Hoover asked for a motion to adopt the Resolution. Alphonse Lepore made a motion, seconded by Mike Webb, to adopt Resolution No. 2017-01. The motion unanimously carried with a 5-0 vote.

- Lee Stinnett gave a status update on liens and execution of those liens. Chairman Hoover asked that this issue be put on February meeting's agenda. Lee Stinnett discussed the Diversified status and collections with the Board.

Manager's Report:

- **2018 Budget Presentation:** This will be discussed under new business.
- **Diversified Status, Collections:** This had been discussed under the Solicitor's Report.

Engineer's Report - GHD: Howard Butler presented the monthly update as follows:

- **Task Order #4 - Manada Oaks Force Main Siting Study:**
The additional time for the other alternatives (1B, 5, and 6) considered is represented in the current invoice. GHD is working on the final report for the alternatives to summarize the alternatives examined and the final decision recommended by GHD.

Manada Oaks - Design Project Costs: Howard Butler discussed the design project costs for Manada Oaks.

- **Task Order #5 - WWTP Rerate:**
GHD has submitted the entire rerate package to DEP. The submittal is undergoing review by DEP and is expected to take at least 90 days for review and comment. The permit was logged in by DEP on Wednesday, November 22, and appeared in the PA bulletin for comment on December 9, 2017.
- **Task Order #6 - Proposal for Engineering Services - Manada Oaks Sanitary Sewer Extensions:**
Howard Butler gave an update to the Board for Task Order #6. Lee Stinnett the Township will be advised to amend their Mandatory Connection Ordinance. The Task Order will be put into a full design agreement that will be crafted before action.

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Chairman Hoover asked the Board for a consensus for the Task Order #6 to be put into an agreement for action for the January 9, 2018, regular meeting. The Board had a consensus for GHD and Salzmann Hughes to put this Task Order #6 into Agreement form.

- **Task Order #7 - Agreement for Professional Engineering Services between East Hanover Township Municipal Authority (EHTMA) and GHD Inc. Dated January 14, 2017:** Howard Butler presented the Task Order #7 for consideration.

Chairman Hoover asked for a motion to approve Task Order #7. Alphonse Lepore made a motion to approve Task Order #7. Smittie Brown seconded the motion and the motion unanimously carried with a 5-0 vote.

Developers:

- Talley Petroleum - Pressure testing was completed - results of the test are still owed to the Authority. No update.
- Sheetz - GHD has been coordinating with the solicitor for the bond amount required for Sheetz for the PennDOT right-of-way work that must be bonded in the Authority's name - \$218.00.
- 252 Bow Creek Road - RJ Fisher Proposed 92 rooms -23 EDUs. The developer has submitted the planning module and is aware of the hold on EDUs. No update.

Review of 2020 Project Status:

- **GHD Proposed Engineering Services (Task Order #6):** Chairman Hoover asked for a motion to approve Task Order #6, for the GHD Proposed Engineering Services. Alphonse Lepore made a motion, seconded by Smittie Brown to approve GHD Task Order #6.

Old Business:

- **Communication Plan:**

Chairman Hoover presented the Communication Plan for the Board's review and any suggested changes. Change suggested in paragraph two, line four, after 30 percent level, add: "this includes preparation of the erosion and sediment design and National Pollution Discharge Elimination System (NPDES) permit submissions. During 2018, we anticipate spending nearly \$300,000 to design the future sewer extension." Correction in last paragraph, fifth line, should read "at our regular meetings..." The plumbing and water closets for basements were discussed and this will be discussed at the January regular meeting. Chairman Hoover will have the changes incorporated and get copies to the Board members the next day.

New Business:

● **2018 Budget and Fees:**

Paul Cornell brought the Board up-to-date on the 2018 Budget and the proposed changes on page 2, Code 408.31, in the amount of \$170,000.00, and page 3, Code 492.70, in the amount of \$55,000.00.

Chairman Hoover asked for a motion to adopt the 2018 Municipal Authority Budget. Smittie Brown made a motion to adopt the 2018 Municipal Authority Budget with the two modifications proposed. Alphonse Lepore seconded the motion and the motion unanimously carried with a 5-0 vote.

- Paul Cornell stated that Chairman Hoover had requested that Howard Butler's latest schedule to be added on ledger paper and each Board member has a copy.

Adjournment: Chairman Hoover asked for a motion to adjourn. Mike Webb made a motion, seconded by Alphonse Lepore to adjourn the meeting. The motion unanimously carried with a 5-0 vote. The meeting adjourned at 8:01 p.m.



Frances Peck, Recording Secretary