

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY
7901 JONESTOWN ROAD, HARRISBURG, PA
TUESDAY, MAY 16, 2017
REGULAR MEETING**

CALL TO ORDER

Chairman Kreiser called the regular meeting to order at 6 p.m., followed by the Pledge of Allegiance.

ATTENDANCE

Michael A. Kreiser, Chairman
Thomas Stewart, Treasurer
William Rehkop, Secretary
Joseph Sembrot, Assistant Secretary

PUBLIC COMMENT

No public comment was offered at this time.

APPROVAL OF MINUTES

Regular Meeting, April 18, 2017. ***Mr. Stewart moved, seconded by Mr. Sembrot, to approve the Minutes as distributed. The motion was approved 3-0, with Mr. Rehkop abstaining as he was not present at the April meeting.***

FINANCIAL REPORTS

Mrs. Martin reported that the prepaid invoices for May 2017 totaled \$43,872.20. She also reported that the pending invoices for May 2017 totaled \$53,806.11.

Mr. Stewart moved, seconded by Mr. Rehkop, to approve the prepaid invoices in the amount of \$43,872.20. The motion was unanimously approved.

Mr. Stewart moved, seconded by Mr. Sembrot, to approve the pending invoices in the amount of \$53,806.11. The motion was unanimously approved.

The April receipts totaled \$154,862.39.

OLD BUSINESS

Houck Manor and Holiday Park Update. Mr. Shope reported that staff met with HRG to discuss the project, whose design is approximately 60 percent complete.

HRG is recommending that the Authority purchase grinder pumps manufactured by Franklin Engineered System. That brand of grinder pump is not included as an acceptable pump in the Authority's specifications. HRG is also suggesting that perhaps the Authority should consider purchasing four (4) duplex grinder packages for the commercial units scheduled to be connected to the public sewer as part of the Houck Manor project. A brief discussion followed, during which it was agreed that Mr. Shope should go back to HRG and request references on the Franklin grinder pumps as well as determine the warranty for the units.

Manada Hill Reserve Rate Request. Mr. Salisbury called the members' attention to a letter dated April 20, 2017 from our solicitor, Steve Miner, to Jill Nagy, attorney for Metropolitan Management Group.

The letter advised Ms. Nagy that, although the Authority discussed Metropolitan's request, no decision was reached and that the Authority requested additional time to study the matter and provide a further response.

Ms. Van Eck, who was present at the meeting in Mr. Miner's absence, indicated that no response was received.

NEW BUSINESS

Rate Study Evaluation. Mr. Salisbury called the member's attention to his memorandum dated May 4, 2017 outlining the rate study completed by Mr. Shope in 2012. Mr. Shope briefly reviewed his findings as a result of that rate study.

2016 Audit. Mr. Salisbury called the members' attention to the report from Greenawalt & Company, as well as the financial audit for 2016.

PUBLIC COMMENT

No public comment was offered.

CORRESPONDENCE

Mr. Salisbury briefly reviewed the correspondence, which included two violation letters from Mr. Shope to two of the Township's motels. The first one was to BVM Lodging on Jonestown Road regarding the presence of by-pass piping which could cause the metered water usage to be lower than the actual usage. The owners were given 45 days to remove the by-pass piping and were advised to notify the Authority when that was accomplished to order to do a follow-up inspection.

The second letter was to LaQuinta Motel on North Hershey Road regarding the excessive amounts of lint that discharge to Pump Station #1 causing issues with wear and tear on the pumps. Mr. Shope requested that within thirty (30) days, the motel management needed to submit and plan and schedule for evaluating the lint removal process so that a determination could be made by Authority Staff regarding the pre-treatment process improvements necessary to remove essential all of the lint and whether or not it would meet the requirements of the Authority. Mr. Shope stated that he would provide an update at the July meeting.

The other two items of correspondence included a letter regarding the approval of the shop drawings for Winslett Phase V and also a memorandum from Mr. Aston outlining a telephone call he received regarding arrears due from residents in West Hanover serviced by the Lower Paxton Township Authority. As the West Hanover Authority does not handle sewer services to that area of the Township, the representative from Lower Paxton was referred to the Township manager to discuss the matter.

AUTHORITY MEMBER COMMENTS

Tom Stewart. Mr. Stewart had no comments.

Bill Rehkop. Mr. Rehkop had no comments.

Mike Kreiser. Mr. Kreiser had no comments.

Joe Sembrot. Mr. Sembrot had no comments.

REPORTS

Authority Manager. Mr. Salisbury submitted his monthly written report.

Engineer. Mr. Shope had no further report.

Solicitor. Ms. Van Eck was present at the meeting and reported that all of the liens have been satisfied.

In addition, a brief discussion was held regarding the inventory of the Deeds of Easement that were not previously recorded at the Court House. Ms. Van Eck stated that she is continuing to work on that matter and would provide an update at the next Authority meeting.

ADJOURNMENT

Mr. Rehkop moved, seconded by Mr. Sembrot, to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 7:21 p.m.

Respectfully submitted,

Gail A Martin
Recording Secretary