

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY**  
**7901 JONESTOWN ROAD, HARRISBURG, PA**  
**TUESDAY, JUNE 20, 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  
Donald L. Steinmeier, Vice Chairman  
Thomas Stewart, Treasurer  
Joseph Sembrot, Assistant Secretary

**PUBLIC COMMENT**

Michael Sciranko, 7827 Valley View Avenue. Mr. Sciranko stated he was present to discuss his sewer arrears. He asked the Authority members to grant him an extension to pay his arrears until July 10. By consensus, the members agreed to Mr. Sciranko's request.

**APPROVAL OF MINUTES**

Regular Meeting, May 16, 2017. ***Mr. Stewart moved, seconded by Mr. Sembrot, to approve the Minutes as distributed. The motion was approved 3-0, with Mr. Steinmeier abstaining as he was not present at the May meeting.***

**FINANCIAL REPORTS**

Mrs. Martin reported that the prepaid invoices totaled \$684,212.95, which included the semi-annual principal and interest payments for the Authority's two bonds. In response to a question, Mr. Salisbury agreed to include the Repayment Schedule in the July packets.

***Mr. Stewart moved, seconded by Mr. Steinmeier, to approve the prepaid invoices in the amount of \$684,212.956. The motion was unanimously approved.***

Mrs. Martin also reported that the pending invoices totaled \$79,776.83.

***Mr. Stewart moved, seconded by Mr. Sembrot, to approve the pending invoices in the amount of \$79,776.83. The motion was unanimously approved.***

The May receipts totaled \$371,864.97.

The Arrears Reports were reviewed, and Mrs. Van Eck provided some updates on actions taken in order to collect arrears.

**OLD BUSINESS**

Houck Manor and Holiday Park. Mr. Shope reported that he was going to look into purchasing grinder pumps through Costars, which would not require the Authority to obtain bids. If it is determined that Costars is not viable, then the Authority would have to issue an RFP in order to purchase the grinder pumps.

Mr. Shope also reported that the design part of the project was 60 percent complete. He suggested that a public meeting should be set up for early August to inform residents in Houck Manor on the progress of the project.

A decision should be made in the near future as to where the pump station would be located. It appears that Location #2 would be the likely location for the pump station. That property is owned by Robert Longenecker, 769 Piketown Road. Mr. Shope and/or Mr. Salisbury will visit Mr. Longenecker to determine whether he would be receptive to the pump station being located on his property.

Mr. Shope called the members' attention to a memorandum from Justin Mendinsky of HRG regarding additional services that might be requested as part of the Houck Manor/Holiday Park project. It was suggested rather than have to come to the Authority for each service that HRG be given a monetary parameter for performing additional services. A brief discussion followed.

***Mr. Stewart moved, seconded by Mr. Steinmeier, to authorize HRG to provide additional services up to \$2,500 without needing approval by the Authority. Any additional services over \$2,500 must be approved by the Authority. The motion was unanimously approved.***

Manada Hill Apartments. Mrs. Van Eck reported that there was no update on this issue.

## **NEW BUSINESS**

Authority Developer Procedures Information. Mr. Salisbury called the members' attention to the numerous documents that included the Authority's checklist and Sewer Extension Agreement used by West Hanover as well as similar documents used by Derry Township. Mr. Salisbury stated that the documents were being provided for informational purposes and required no action.

Deed of Easement and Dedication. Mr. Salisbury called the members' attention to the Deed of Easement and Dedication currently used by West Hanover, as well as a more simplified one drafted by Mr. Miner. Mr. Salisbury stated that this document was being provided for information purposes and required no action.

Derry Township Deed of Dedication and Right-of-Way Agreement Examples. Mr. Salisbury called the members' attention to the Deed of Easement and Dedication used by Derry Township. These were furnished to the Authority for informational purposes and required no action.

## **PUBLIC COMMENT**

No public comment was offered.

## **CORRESPONDENCE**

Mr. Salisbury briefly reviewed the correspondence, which included a Right-to-Know request that was received. Mr. Salisbury worked with Mr. Miner in compiling the information that would be sent in response to the request.

Mr. Salisbury called the members' attention to a letter from Mike Geppert of M&J Properties requesting a \$75 reduction in his sewer bill. He had his building power washed in April and stated that the water did not go into the sewer. A brief discussion followed.

***Mr. Stewart moved, seconded by Mr. Sembrot, to deny Mr. Geppert's request for a reduction in his sewer bill. The motion was approved 3-0, with Mr. Steinmeier abstaining.***

## **AUTHORITY MEMBER COMMENTS**

Tom Stewart. Mr. Stewart had no comments.

Joe Sembrot. Mr. Sembrot had no comments.

Mike Kreiser. Mr. Kreiser had no comments.

Don Steinmeier. Mr. Steinmeier had no comments.

## **REPORTS**

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

Engineer. Mr. Shope reported that the deficiencies at La Quinta Inn were not yet corrected. He will talk with the owner and report back.

Solicitor. Mrs. Van Eck had no further report.

## **ADJOURNMENT**

***Mr. Stewart moved, seconded by Mr. Steinmeier, to adjourn the meeting. The motion was unanimously approved.*** The meeting adjourned at 7:13 p.m.

Respectfully submitted,

Gail A Martin  
Recording Secretary