

West Hanover Township Authority Monthly Meeting Minutes

February 8, 2023 at 6 pm

15 total in attendance including board, staff, engineer, solicitor and public (4 in person, 3 Zoom)

1. CALL TO ORDER: Mr. Shradley called the meeting to order at 6:00 pm.

2. ROLL CALL: All board members present, Mr. Fowler via Zoom.

3. APPROVAL OF THE MINUTES:

a. Monthly meeting minutes from January 11, 2023

A motion was made to approve the monthly meeting minutes as presented. Moved by Mr. Fowler, seconded by Mr. Kreiser. Motion passed.

4. CORRESPONDENCE:

Mr. Gossert asked the board for approval in adjusting the 2020 stormwater bill for 875 Piketown Road, which was assessed incorrectly. An approved appeal from 2021 showed the incorrect assessment. A motion was made to approve adjusting the 2020 invoice. Moved by Ms. Zimmerman, seconded by Mr. Stewart. Motion passed.

Solicitor Ghazanfari spoke about the case in West Chester regarding the stormwater fee being a tax. That decision was being appealed and the board was advised to continue billing practices.

5. BOARD COMMENT / ANNOUNCEMENTS: None

6. PUBLIC COMMENT:

Don Steinmeier: 11 North Fairville Ave.

Mr. Steinmeier commented on stormwater articles in the PSATS newsletter, potential grant money from DCNR and all communication from the Authority should go through Mr. Gossert to the Board of Supervisors.

Richard Enck: 7112 Hillside Road

Mr. Enck commented on the Beaver Creek stream restoration project and how it could have been a shared project with Lower Paxton Township. He also commented on the plans and if it addressed flooding on Piketown Road.

7. PRESENTATIONS, STAFF & BOARD REPORTS:

a. Administration

i. Alexis' activity log

b. MS4 Projects

i. Rettew update

Mr. Gossert informed that we received the easement from the school district. We are still awaiting easements from a private residence and the pool. The Township owns the land on the other side of the Lenker Park project and an easement is not needed.

1. Authorize bid advertisement for stream restoration projects

A motion was made to approve the bid advertisements subject to comments submitted by close of business 2/10. Moved by Mr. Stewart, seconded by Mr. Fowler. Motion passed.

Mr. Shradley suggested designating authorized signers to act on behalf of the Authority for documents that need signed rather than waiting for the next month's meeting, which is a typical practice. Mr. Shradley recommended Mr. Gossert as the manager of the Authority. Chairman and Vice Chairman were recommended as the additional signers. A motion was made to approve the authorized signers. Moved by Mr. Stewart, seconded by Ms. Zimmerman. Motion passed.

ii. COE update

Mr. Gossert stated the COE was continuing to analyze slopes, elevations, inlets, and inverts in and out of the MS4 permit area. Approximately 8 weeks remain in the analysis.

c. Public Works

i. 1/18/23: Street sweeper (gutters and inlets) at Fairville, Sleepy Hollow, Appleby

ii. Project Estimates

- 1. 845 Pheasant Road: replacing existing cross pipe and inlet box**
- 2. 7326 Jonestown Road: installing new stormwater inlet box and pipe**
- 3. 7712 Appleby: replacement of stormwater box and pipe**

Mr. Gossert advised the projects have been on the radar for some time and they are causing sinking in roads, deterioration and in need of pipe repair. A motion was made to approve the public works projects. Moved by Mr. Kreiser, seconded by Mr. Fowler. Motion passed.

8. TREASURER'S REPORT:

- a. Mr. Stewart announced the Mid Penn bank balance as of 2/8/23 was \$708,958.62 (January Keystone deposit not reflected)**
- b. The January Keystone Collection totals came in the afternoon of 2/8. They were as follows:**
 - i. 2020: \$7032.25**
 - ii. 2021: \$5,870.66**
 - iii. 2022: \$5,241.10**
 - iv. Total: \$18,144.01**

There was a discussion on the lien letters that were sent out. Approximately 300 were mailed out to delinquent 2020 and 2021 parcels. The letters were able to remove almost a third of the names on the delinquent list. Mr. Gossert informed that one more letter would be sent in the coming weeks.

c. Approval of WHT December invoice \$28,176.49

A motion was made to approve the December invoice as presented. Moved by Mr. Stewart, seconded by Mr. Fowler. Motion passed.

9. OLD BUSINESS:

- a. Follow up from 1/11 meeting on HRG billing questions for MCMs 4 & 5.**

Alex Greenly (HRG) informed that the MCM 4 is from complaints from construction site runoff, which could be permitted or not. There are minimal charges throughout the year in this category. Around the time of the annual report deadline, more MCM 4 charges will apply for administrative preparation and

reporting. MCM 5 is an inspection requirement that post construction BMPs are monitored beyond completion. It is a requirement to ensure adequate O&M is occurring.

The board, Mr. Gossert and Mr. Greenly discussed the HRG billing and obtaining more detailed information. HRG will set the Authority up on a cloud-based system where they can view inspection reports and more detailed information in their tasks.

b. Review of letter for delinquent parcels from a previous owner

This is a draft letter that will be sent to parcels that are delinquent due to a previous owner not paying the stormwater bill. The stormwater bill stays with the parcel not the owner. It will advise the new owner to work with their title company to get the delinquent bill taken care of.

10. NEW BUSINESS: None

11. PUBLIC COMMENT:

Richard Enck – 7112 Hillside Road

Mr. Enck asked Mr. Greenly if stormwater management pond inspections get billed to the Authority. Mr. Greenly responded if it is an active construction site, HRG's time gets billed to the Township then the Township gets reimbursed by the developer. If it is complete and HRG is conducting O&M inspection that gets billed to the Township and the Authority reimburses.

12. BOARD MEMBER COMMENTS:

- a. Gloria Zimmerman: Thought it was a productive meeting.
- b. Mike Kreiser: None
- c. Tom Stewart: None
- d. Max Shradley: None
- e. Bob Fowler: None

13. ADJOURNMENT:

A motion was made to adjourn the monthly meeting. Moved by Mr. Stewart, seconded by Ms. Zimmerman. Motion passed. The meeting ended at 6:56 pm.

Upcoming 2023 Meeting Dates

March 8

April 12