

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY
7901 JONESTOWN ROAD, HARRISBURG, PA
TUESDAY, OCTOBER 18, 2016
REGULAR MEETING**

CALL TO ORDER

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

ATTENDANCE

Donald L. Steinmeier, Chairman
Michael A. Kreiser, Vice Chairman
William Rehkop, Secretary
Thomas Stewart, Treasurer
Kenneth L. Tyndale, Assistant Secretary

APPROVAL OF MINUTES

Regular Meeting, September 20, 2016. ***Mr. Kreiser moved, seconded by Mr. Stewart, to approve the Minutes as distributed. The motion was unanimously approved.***

FINANCIAL REPORTS

Mrs. Martin reported that the prepaid invoices totaled \$51,468.99; pending invoices totaled \$23,429.50.

Mr. Stewart moved, seconded by Mr. Tyndale, to approve the current prepaid invoices in the amount of \$51,468.99. The motion was unanimously approved.

Mr. Kreiser moved, seconded by Mr. Tyndale, to approve the current pending invoices in the amount of \$23,429.50. The motion was unanimously approved.

Receipts for September 2016 totaled \$152,365.05. The Authority members briefly reviewed the arrears listing as of October 5, 2016.

PUBLIC COMMENT

Richard McNeal, 631 Walnut Ave. Mr. McNeal, along with his son, were present at the meeting to get any updates that might be available regarding the public sewer extension to Houck Manor. Mr. Steinmeier stated that there were no new updates, but pointed out that a proposed schedule would be printed in the next Township Newsletter providing a time frame for residents who will be affected by the extension. In response to a question from Mr. McNeal, Mr. Kreiser stated that it was not possible to estimate the exact cost to homeowners other than they will be required to pay the tapping and inspection fees to the Authority to obtain a Sewer Connection Permit. Other costs will be dependent upon how each property has to be connected to the sewer, e.g., connected through the front, through the back, have plumbing changed, etc.

Mr. Steven Puterbaugh PE, T&M Engineering. Mr. Puterbaugh stated that he was attending the meeting in order to meet the Authority members. He also stated that he had scheduled a site tour in order to prepare an engineering proposal for the Houck Manor and Holiday Park sewer projects.

OLD BUSINESS

Sheriff Sales. Mr. Yost reported that he was working on preparation of the necessary paperwork to file for Sheriff's Sales against the Grove and Duncan properties. He acknowledged receipt of the \$4,000 check in order to pay the necessary fees to the County to move forward with the Sheriff's Sale of both properties.

Mr. Salisbury reported that Mr. Grove had contacted the Authority and indicated that he would be in within the next few days to make a payment of \$2,500 and then wished to have a payment arrangement to pay \$200 until the account is current.

Resolution Changes – Echo Housing. Mr. Yost reported that he reviewed the proposed changes. It was agreed that Mr. Shope would make the changes in the Resolution and submit it for action at the November meeting.

Houck Manor/Holiday Park RFPs. Mr. Shope reported that he had already conducted three site tours with Buchar Horn, HRG, and GDH (formerly CET). He also reported that two other engineering firms had contacted the Authority and additional site tours would be scheduled for those firms.

Mr. Shope stated that the engineering proposals were due by October 31, 2016.

NEW BUSINESS

Newsletter Article. Mr. Salisbury called the members' attention to the article prepared for the next Township Newsletter regarding the schedule for the Houck Manor and Holiday Park sewer extension projects. By consensus, the members agreed that the article should be forwarded to the Township for inclusion in the next newsletter.

Lime Silo Painting. Mr. Salisbury called the members' attention to the estimates for painting the lime silo from Dall Industrial Painting Services.

Mr. Kreiser moved, seconded by Mr. Tyndale, to have Dall Industrial Painting Service perform painting services for the lime silo in the amount of \$7,495. The motion was unanimously approved.

[Mr. Stewart left the meeting at 7:30 p.m.]

Draft Budget. Mr. Salisbury called the members' attention to the proposed 2017 budget, the full-time staff reviews, and proposed wages for all staff effective January 1, 2017.

Mr. Salisbury briefly reviewed all of the information and proposed that the Authority discuss it again at the November meeting and hopefully approve the proposed budget for 2017.

PUBLIC COMMENT

No comments were offered at this point.

CORRESPONDENCE

There was no correspondence to be reviewed.

AUTHORITY MEMBER COMMENTS

Mike Kreiser. Mr. Kreiser had no comments.

Bill Rehkop. Mr. Rehkop had no comments.

Don Steinmeier. Mr. Steinmeier reported that the Township had made some changes to the Zoning Ordinance.

Ken Tyndale. Mr. Tyndale had no comments.

Tom Stewart. Mr. Stewart was not present for this part of the meeting.

REPORTS

Authority Manager. Mr. Salisbury submitted a written report.

Engineer. Mr. Shope had no further report.

Solicitor. Mr. Yost reported that he had sent the agreement to Mr. Bulatovic but had not received a response.

ADJOURNMENT

Mr. Tyndale moved, seconded by Mr. Kreiser, to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 7:38 p.m.

Respectfully submitted,

Gail A Martin
Recording Secretary