

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY  
7901 JONESTOWN ROAD, HARRISBURG, PA  
TUESDAY, JUNE 21, 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  
Thomas Stewart, Treasurer  
Kenneth L. Tyndale, Assistant Secretary

**PUBLIC COMMENT**

No public comment was offered at this time.

**APPROVAL OF MINUTES**

Regular Meeting, May 17, 2016. ***Mr. Stewart moved, seconded by Mr. Kreiser, to approve the Minutes as distributed. The motion was unanimously approved.***

**FINANCIAL REPORTS**

Mrs. Martin reported that the prepaid invoices totaled \$71,026.94; pending invoices totaled \$52,569.12.

***Mr. Tyndale moved, seconded by Mr. Stewart, to approve the prepaid invoices in the amount of \$71,026.94. The motion was unanimously approved.***

***Mr. Kreiser moved, seconded by Mr. Stewart, to approve the pending invoices in the amount of \$52,569.12. The motion was unanimously approved.***

Receipts for May totaled \$291,076.91.

**OLD BUSINESS**

Sheriff Sales. Mr. Yost stated that he was preparing to move forward with filing the necessary paperwork to proceed with Sheriff's Sale against two properties, one owned by Martin and Florence Stone and the other owned by Barry Grove. He added that the cost for filing would be \$1,600 per property.

***Mr. Kreiser moved, seconded by Mr. Stewart, to authorize the solicitor to move forward with filing paperwork to proceed with Sheriff's Sale of the properties located at 107 Hanover Lane and 7852 Valley View Avenue at a cost of \$1,600 for each property. The motion was unanimously approved.***

## **NEW BUSINESS**

Approval of the 2015 Audit Report. Mr. Salisbury called the members' attention to the final 2015 Audit Report prepared by Greenawalt & Company.

***Mr. Stewart moved, seconded by Mr. Kreiser, to accept the 2015 Audit Report. The motion was unanimously approved.***

Engineering Billable Rate. Mr. Salisbury stated that the Authority needed to set an hourly billable rate for the engineer's time to review plans, shop drawings, etc., for developers. A brief discussion followed, during which time it was explained that the charges would be deducted from escrow funds provided by the developers to the Authority and/or billed to the developers if the escrow funds would be exhausted.

***Mr. Stewart moved, seconded by Mr. Tyndale, to set the engineer's billable rate at \$150 per hour for review of developers' projects. The motion was unanimously approved.***

Meeting with Board of Supervisors. Mr. Steinmeier stated that the date of Monday, July 18, 2016, at 6 p.m. was the date and time set for the Authority to meet with the Board of Supervisors regarding the extension of public sewer services to the Houck Manor and Holiday Park areas. The meeting will be held at the Township Building.

Mr. Salisbury called the members' attention to the information he would be providing to the Township Manager for that meeting.

## **PUBLIC COMMENT**

No public comment was offered.

## **CORRESPONDENCE**

Mr. Salisbury stated that he was contacted on two separate occasions by Colleen Neiss who owns the property at 7911 Manor Drive to ask for relief from paying sewer charges while the property was being restored following a fire. Mr. Salisbury added that he asked Ms. Neiss to provide a request in writing so that the Authority could consider it; to date, no formal request has been received. Following a brief discussion, the Authority members agreed that they would provide some relief but wanted a formal request in writing from the resident.

Mr. Salisbury called the members' attention to the information provided by Mr. Shope regarding suggested changes to the Authority's Resolution relative to Echo housing. Mr. Steinmeier reported that the Board of Supervisors directed Township staff to forward the proposed Township Ordinance to the Dauphin County Planning Commission for comments. He added that following receipt of comments from the Planning Commission, a public hearing date would be set. A brief discussion followed, after which it was agreed by consensus that the solicitor should review the information provided by Mr. Shope and report back at the July meeting.

Finally, Mr. Salisbury called the member's attention to an e-mail that Mr. Shope sent to NuTerra regarding some questions and comments regarding NuTerra's composting proposal. Mr. Shope reported that no response was received to date.

## **AUTHORITY MEMBER COMMENTS**

Mike Kreiser. Mr. Kreiser had no comments.

Ken Tyndale. Mr. Tyndale had no comments.

Tom Stewart. Mr. Stewart thanked the Authority members for their condolences following the passing of his wife.

Don Steinmeier. Mr. Steinmeier stated that a public hearing would be held before the Zoning Hearing Board on Thursday, June 23, 2016, regarding variances required in order to develop the Fowler tract.

## **REPORTS**

Authority Manager. Mr. Salisbury submitted a written report.

Authority Engineer. Mr. Shope reported that the Authority submitted the paperwork to review its NPDES permit approximately 1.5 years ago and finally received a draft permit. He added that it was unknown how long it would be until the final permit was issued.

Authority Solicitor. Mr. Yost had no additional report.

## **ADJOURNMENT**

***Mr. Stewart moved, seconded by Mr. Kreiser, to adjourn the meeting. The motion was unanimously approved.*** The meeting adjourned at 7:05 p.m.

Respectfully submitted,

Gail A. Martin  
Recording Secretary