

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY
7901 JONESTOWN ROAD, HARRISBURG, PA
TUESDAY, JULY 18, 2017
REGULAR MEETING**

CALL TO ORDER

Chairman Kreiser called the regular meeting to order at 6:03 p.m., followed by the Pledge of Allegiance.

Chairman Kreiser announced that Executive Session was held at 5:45 p.m. to discuss legal issues.

ATTENDANCE

Michael A. Kreiser, Chairman
Donald L. Steinmeier, Vice 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, June 20, 2017. Mr. Stewart moved, seconded by Mr. Steinmeier, to approve the Minutes as distributed. The motion was approved 4-0, with Mr. Rehkop abstaining as he was not present at the June meeting.

FINANCIAL REPORTS

Mrs. Martin reported that the prepaid invoices totaled \$42,023.68. She also reported that the pending invoices totaled \$29,099.44.

Mr. Stewart moved, seconded by Mr. Steinmeier, to approve the prepaid invoices in the amount of \$42,023.68. The motion was unanimously approved.

Mr. Stewart moved, seconded by Mr. Rehkop, to approve the pending invoices in the amount of \$29,099.44. The motion was unanimously approved.

June receipts totaled \$90,734.11.

OLD BUSINESS

Houck Manor and Holiday Park. Mr. Shope reported that he and Mr. Miner worked together to review the Owner's Instructions. Mr. Miner agreed with the recommendations and asked that it should be indicated in the Owner's Instruction that in the event of litigation it should be in Dauphin County.

In response to a question as to requesting that the contractor carry blasting insurance, Mr. Shope indicated that issue would be addressed in the event that blasting would be required.

Mr. Sembrot moved, seconded by Mr. Stewart, to approve the Owner's Instructions. The motion was unanimously approved.

Mr. Shope announced that the meeting with residents in Houck Manor is scheduled for Tuesday, August 22, at 6:30 p.m. The meeting will be held at the Park and Recreation Building. He also reported that letters would be sent to residents in the next few days.

Pump Station #9 By-Pass Pumping Option. Mr. Salisbury called the members' attention to a memorandum from Jamie Aston regarding the deterioration of the piping in PS #9 due to damage from hydrogen sulfide gas. It is believed that the pump station needs to be retrofitted or changed out in order to correct the problem.

Mr. Salisbury also called the members' attention to two quotations from Fox Tapping, Inc., one in the amount of \$7,423 and the other in the amount of \$3,805 to make repairs to PS #9. A brief discussion followed, after which Mr. Salisbury was directed to work with Mr. Shope to explore the best avenue to alleviate the issue at PS #9. It was suggested that Mr. Aston obtain several quotes to complete the work.

LaQuinta Motel. Mr. Shope issued a Notice of Violation letter to LaQuinta Motel on May 1, 2017 regarding the discharge of lint into the wastewater system requiring proper remediation. Mr. Shope did not receive a response nor was any corrective action taken since that time. Mr. Miner sent a second Letter of Violation to LaQuinta on July 11, 2017 advising that if action was not taken, the Authority would take District Justice action to ensure the necessary steps were taken to resolve the issue. The letter stated that the necessary steps must be taken within sixty (60) days of the letter.

Since the letter was written, Mr. Miner spoke with the general manager and Mr. Aston met with the general manager and a plumber on July 12, 2017. The plumber is working on some options available to resolve the matter.

Mr. Salisbury reported that the pump at PS #1 went out on July 17, 2017. That represented the third pump since the beginning of the year to fail.

NEW BUSINESS

Sewer Revenue Bond 2012 and Government Obligation Bond 2015 Debt Service. Mr. Salisbury called the members' attention to the payment schedule provided for both outstanding bonds. He advised it was for informational purposes only since most of the members were not on the Authority when the bonds were initiated.

Resolution 2015-A-1 and Resolution 2016-A2. Mr. Salisbury called the members' attention to these two Resolutions included in the packet. They show conflicting information regarding the date that sewer charges begin.

Following a brief discussion, it was agreed by consensus that a new resolution should be drafted making the necessary corrections.

Mr. Shope and Mr. Miner will draft the resolution to be included in the packets for the August meeting.

Houck Sewer Connection. Mr. Shope called the members' attention to the proposed plan for Gary Houck to connect his business property on Linglestown Road.

It is proposed that he will connect into the line that runs into Heather Glen, a property owned by Fine Line Homes but has not been developed to date.

It was proposed that the Authority will not accept dedication of the lateral until such time as the undeveloped lot that Mr. Houck owns next to his business would be developed.

PUBLIC COMMENT

No public comment was offered at this time.

CORRESPONDENCE

Mr. Salisbury called the members' attention to the letter from Unemployment Compensation regarding a former employee. The Authority has appealed the decision and is awaiting notification of a date for the hearing.

It was suggested that staff should explore the unemployment coverage offered through PMAA.

AUTHORITY MEMBER COMMENTS

Tom Stewart. Mr. Stewart stated that at the COG meeting he attended on July 17, 2017, it was announced that there is a bill in the General Assembly whereby authorities could do work on private property without a signed agreement.

Bill Rehkop. Mr. Rehkop had no comments.

Joe Sembrot. Mr. Sembrot had no comments.

Don Steinmeier. Mr. Steinmeier stated that on July 10, 2017, three (3) supervisors attended a School Board meeting during which the construction of a new elementary school in West Hanover Township was discussed. The cost will be approximately \$16-20 million.

Mike Kreiser. Mr. Kreiser indicated that he might be interested in attending the PMAA Conference. Mr. Salisbury stated he would see that Mr. Kreiser received the information that came from PMAA.

REPORTS

Manager. Mr. Salisbury submitted a written report.

Engineer. Mr. Shope had no further report.

Solicitor. Mrs. Van Eck raised the question of whether or not the Authority wanted to proceed with Sheriff's Sale against Seth Duncan and Melody Shephard. She stated that the Authority would need to front the filing fees to the Sheriff's office in the amount of \$4,020. The cost for each filing would be \$2,010. She added that the properties could be listed for Sheriff's Sale on October 19, 2017 if the necessary paperwork was filed with the Sheriff's Office no later than August 9, 2017.

Mr. Stewart moved, seconded by Mr. Rehkop, to proceed with Sheriff's Sale for two (2) properties. The motion was unanimously approved.

ADJOURNMENT

Mr. Stewart moved, seconded by Mr. Rehkop, to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 7:23 p.m.

Respectfully submitted,

Gail A. Martin, Recording Secretary