

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY
7901 JONESTOWN ROAD, HARRISBURG, PA
WEDNESDAY, JANUARY 16, 2018
REORGANIZATION MEETING**

CALL TO ORDER

The January 16, 2018 reorganization meeting of the Authority was moved to the West Hanover Park and Recreation building at 628 Walnut Avenue due to anticipating a significant number of residents to attend.

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

Mr. Kreiser announced that residents would have five minutes each for public comment and that any questions raised would have to be submitted in writing to the Authority for a response at a later date.

ATTENDANCE

Michael A. Kreiser, Chairman
Thomas Stewart, Treasurer
William Rehkop, Secretary
Joseph Sembrot, Assistant Secretary
Jeffrey Bowra, Member

REORGANIZATION

Mr. Kreiser asked Mr. Miner to oversee the election of the Chairman. Mr. Miner called for nomination for Chairman.

Election of Chairman. ***Mr. Stewart moved, seconded by Mr. Sembrot, to nominate Michael Kreiser as Chairman for 2018. The motion was unanimously approved.***

Chairman Kreiser called for the election of the remaining officers of the Authority.

Election of Vice Chairman. ***Mr. Stewart moved, seconded by Mr. Bowra, to nominate William Rehkop as Vice Chairman for 2018. The motion was unanimously approved.***

Election of Secretary. ***Mr. Stewart moved, seconded by Mr. Rehkop, to nominate Joseph Sembrot as Secretary for 2018. The motion was unanimously approved.***

Election of Treasurer. ***Mr. Rehkop moved, seconded by Mr. Sembrot, to nominate Thomas Stewart as Treasurer for 2018. The motion was unanimously approved.***

Election of Assistant Secretary. ***Mr. Stewart moved, seconded by Mr. Rehkop, to nominate Jeffrey Bowra as Assistant Secretary for 2018. The motion was unanimously approved.***

Election of Assistant Treasurer. ***Mr. Stewart moved, seconded by Mr. Sembrot, to nominate Mark Salisbury as Assistant Treasurer for 2018. The motion was unanimously approved.***

Appointment of Accountant. ***Mr. Stewart moved, seconded by Mr. Rehkop, to appoint Diana M. Reed & Associates as Authority's accountant, as needed, for 2018. The motion was unanimously approved.***

Appointment of Depositories. **Mr. Stewart moved, seconded by Mr. Rehkop, to appoint Fulton Bank and Mid Penn Bank as the Authority's depositories for 2018. The motion was unanimously approved.**

Appointment of Authority Solicitor. **Mr. Stewart moved, seconded by Mr. Sembrot, to appoint Daley, Zucker, Meilton, Miner as the Authority's solicitor for 2018. The motion was unanimously approved.**

PUBLIC COMMENT (Agenda items only)

Richard McNeal, 635 Chestnut Avenue. Mr. McNeal indicated that he was offended that the Authority would require questions in writing. Mr. McNeal asked how many of the Authority members were retired and, if so, would they be able to afford to install the public sewer and maintain the grinder pumps.

Mr. McNeal stated that he had a friend who purchased his property in 2005 and sold it in 2015. His property had a grinder pump. During the ten (10) years he owned his property, he spent \$9,600 to replace grinder pumps as well as two (2) circuit boards.

Richard Enck, 7112 Hillside Road. Mr. Enck called the member's attention to the written responses from the December 2017 meeting, specifically question #2, and asked whether the Authority would guarantee that the grinder pump system would function properly.

Dudley Gordon, 7104 Hillside Road. Dr. Gordon opined that West Hanover should adopt the same maintenance program for the grinder pumps as that of Conewago Township where the municipality took responsibility for the grinder pumps.

APPROVAL OF MINUTES

Regular Meeting, December 19, 2017. **Mr. Stewart moved, seconded by Mr. Sembrot, to approve the Minutes as distributed. The motion was approved 4-0, with Mr. Bowra abstaining as he was not an official member of the Authority in December 2017.**

FINANCIAL REPORTS

Mrs. Martin reported that the prepaid invoices as of 12/31/17 totaled \$60,666.03. She also reported that the pending invoices for expenses incurred as of 12/31/17 totaled \$4,126.83.

Mr. Stewart moved, seconded by Mr. Rehkop, to approve the prepaid invoices in the amount of \$60,666.03. The motion was unanimously approved.

Mr. Stewart moved, seconded by Mr. Sembrot, to approve the pending invoices in the amount of \$4,126.83. The motion was unanimously approved.

Mrs. Martin also reported that the prepaid invoices for January 2018 totaled \$14,764.16. She also reported that the pending invoices for January 2018 totaled \$8,591.30.

Mr. Stewart moved, seconded by Mr. Rehkop, to approve the prepaid invoices for January 2018 in the amount of \$14,764.16. The motion was unanimously approved.

Mr. Stewart moved, seconded by Mr. Rehkop, to approve the January 2018 pending invoices in the amount of \$8,591.30. The motion was unanimously approved.

The December receipts totaled \$74,836.

OLD BUSINESS

Houck Manor – Act 537 Special Study 2018. Mr. Shope reported that the Special Study was completed and ready to be referred to the Board of Supervisors in order for them to vote to release it to the Media for advertising and a thirty (30) day comment period. Following that timeframe, the Board of Supervisors would have to incorporate the comments and adopt a Resolution to forward the Special Study to DEP for review and approval. It was agreed by consensus to forward the Special Study on to the Board of Supervisors.

Mr. Shope added that it was highly unlikely that DEP would remove the Houck Manor area from the 537 Plan. He also added that Township Manager Dan Rosario, Authority Manager Mark Salisbury, the Township's SEO Brian McFeaters, and he met with Mike Morris and Tim Wagner at DEP to discuss the issue.

DEP indicated that in order for them to even consider removal of Houck Manor from the needs area in the 537 Plan, certain criteria would need to be met. A decision to do so would be based on the following items: (1) soils; (2) isolation distances; and (3) full compliance with required regulations for each lot as they exist today. These items would be determined by the SEO.

Mr. Salisbury called the members' attention to a letter from the Township's SEO Brian McFeaters that indicated that 63 percent of the properties inspected within Houck Manor, have issues with soils, lot sizes or both – which would prevent compliance required by current DEP standards.

Mr. Sembrot requested clarification from Mr. Salisbury on several items addressed in the DEP meeting with representatives from the Township and Authority.

Following that exchange, Mr. McNeal stated that he was not able to hear the exchange. Mr. Sembrot reiterated the information for Mr. McNeal.

NEW BUSINESS

There was no New Business presented.

PUBLIC COMMENT (Non-Agenda items only)

Dudley Gordon, 7104 Hillside Road. Dr. Gordon raised a concern that it appeared that there was no exchange or decisions made during the public forum of the Authority meetings. He asked if that was a procedural issue and if business was conducted prior to the meetings.

Ryan Dinger, 617 Chestnut Avenue. Mr. Dinger asked if the Special Study Report and the need to wait for DEP approval would move the project back.

Mr. Shope responded that the Houck Manor area of the Township was identified as a needs area when the Act 537 Plan was written in 2006. In 2014, the Authority voted to install a low pressure system in the Houck Manor area because it was the most cost effective option to pursue.

Mr. Shope also added that the project would be delayed by several months because of the need to submit the Special Study Report and have it reviewed by DEP.

Richard Enck, 7112 Hillside Road. Mr. Enck raised a concern as to the efficiency of the Township's SEO based on a Township report that he had reviewed.

CORRESPONDENCE

Mr. Salisbury briefly reviewed the information included in the packets including e-mails from James Pazuchanics and Dudley Gordon regarding installation of the public sewer in Houck Manor. Mr. Salisbury also called the members' attention to a memorandum from Mr. Aston regarding a transducer failure at the influent pump station at treatment plant.

AUTHORITY MEMBER COMMENTS

Tom Stewart. Mr. Stewart had no comments.

Bill Rehkop. Mr. Rehkop had no comments.

Joe Sembrot. Mr. Sembrot had no comments.

Mike Kreiser. Mr. Kreiser had no comments.

Jeff Bowra. Mr. Bowra stated that he was happy to serve the Authority and the community.

REPORTS

Authority Manager. Mr. Salisbury submitted his monthly written report, as well as a report outlining activities during 2017.

Engineer. Mr. Shope had no further report.

Solicitor. Mr. Miner expressed appreciation for the reappointment of his firm as solicitor for the Authority.

ADJOURNMENT

Mr. Stewart moved, seconded by Mr. Sembrot, to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 6:53 p.m.

Respectfully submitted,

Gail A Martin
Recording Secretary