

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY
7901 JONESTOWN ROAD, HARRISBURG, PA
TUESDAY, AUGUST 21, 2018
REGULAR MEETING**

CALL TO ORDER

The August 21, 2018 regular 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 regular meeting to order at 6 p.m., followed by the Pledge of Allegiance.

Mr. Kreiser stated that residents would have five minutes each for public comment and that no questions would be answered at the meeting. He encouraged anyone present at the meeting who had questions to submit their questions in writing and stated that any questions raised would be answered in writing by the Authority.

Mr. Kreiser announced there was an Executive Session held following the July meeting to discuss litigation and personnel issues.

ATTENDANCE

Michael Kreiser, Chairman
William Rehkop, Vice Chairman
Thomas Stewart, Treasurer
Joseph Sembrot, Secretary
Jeffrey Bowra, Assistant Secretary

PUBLIC COMMENT – AGENDA ITEMS ONLY

No public comments were offered at this time.

APPROVAL OF MINUTES

Regular Meeting, Jul 17, 2018. ***Mr. Stewart moved, seconded by Mr. Rehkop, to approve the Minutes as distributed. The motion was unanimously approved.***

FINANCIAL REPORTS

Mr. Kreiser reported that the prepaid invoices totaled \$52,993.09.

Mr. Stewart moved, seconded by Mr. Bowra, to approve the prepaid invoices in the amount of \$52,993.09. The motion was unanimously approved.

Mr. Kreiser also reported that the pending invoices totaled \$38,865.40.

Mr. Stewart moved, seconded by Mr. Sembrot, to approve the pending invoices in the amount of \$38,865.40. The motion was unanimously approved.

The July receipts totaled \$255,798.11. Mrs. Martin reviewed the account balances.

Mr. Salisbury reported that the Authority recently moved \$1 million from Fulton Bank to Mid-Penn Bank and requested that the Authority consider investing in another CD for a term of 12 months.

Mr. Stewart moved, seconded by Mr. Rehkop, to authorize the investment of \$1 million in a CD at Mid-Penn for a term of 12 months. The motion was unanimously approved.

OLD BUSINESS

Houck Manor and Holiday Park. Mr. Salisbury reported that Justin Mendinsky advised that he received a notice from DEP that the Special Study was under technical review.

Mr. Salisbury also reported that he received an e-mail from Deb Laudenslager, the Program Coordinator, for the grant program through Dauphin County. She received 20 surveys back from residents in Houck Manor and Holiday Park. She will review the surveys and provide the results of her findings. She also requested a listing of streets and house numbers that the project will affect so she can supply accurate information to HUD.

PMRS Pension Report. Mr. Kreiser stated the he, Mr. Stewart, and Mr. Aston met with a representative from PMRS, obtained some information, as well as provided some information. PMRS will issue a report in the near future regarding the plan. The contribution amount for the pension will remain at ten percent (10%).

NEW BUSINESS

Manhole Rehabilitation. Mr. Salisbury called the members' attention to the estimate from Mr. Rehab LLC regarding rehabilitating ten (10) manholes. The cost will be \$35,073. The quote was provided in accordance with their Costars Contract #016-037. Mr. Salisbury stated that as the work was being performed in accordance with the Costars guidelines, it would not be necessary to bid the project.

Mr. Stewart moved, seconded by Mr. Sembrot, to work on ten (10) manholes based on the estimate from Mr. Rehab in the amount of \$35,073. The motion was unanimously approved.

Meeting Location. Mr. Salisbury asked the members if they wanted to move the meetings back to the Authority Office since there have only been 2-3 people present for the last few meetings or whether they wanted to keep the meetings at the Park and Rec building for the remainder of 2018. It was agreed by consensus to continue to meet at the Park and Rec building through December 2018.

Holiday Park Residential Meeting. Mr. Salisbury reported that he contacted Justin Medinsky at HRG regarding a public meeting for the residents in Holiday Park. He suggested that the Authority wait to have the public meeting until after DEP approves the Special Study. By consensus, the members agreed with that suggestion.

Authorization to Purchase a New Server. Mr. Salisbury stated that the current server has been in place since 2004. He requested authorization to purchase a new server at a cost of \$4,585.68 from Dell.

Mr. Stewart moved, seconded by Mr. Rehkop, to authorize the purchase of a new server at a cost of \$4,585.68. The motion was unanimously approved.

Authorization to Purchase Two Peristaltic Metering Pumps. Mr. Salisbury requested authorization to purchase two Peristaltic Metering Pumps at a cost of \$7,220 (\$3,610 each) for Pump Stations #4 and #11.

Mr. Stewart moved, seconded by Mr. Sembrot, to authorize the purchase of two Peristaltic Metering Pumps at a cost of \$7,220. The motion was unanimously approved.

Authorization to Purchase an Ebaro Replacement Pump for Pump Station #11. Mr. Salisbury reported that this pump would be for pump station #11 on Piketown Road. It has been in place for twelve (12) years and has been rebuilt twice. The cost of the replacement pump would be \$11,310.

Mr. Stewart moved, seconded by Mr. Sembrot, to authorize the purchase of a replacement pump for Pump Station #11 at a cost of \$11,310. The motion was unanimously approved.

PUBLIC COMMENT – NON-AGENDA ITEMS

Donald Steinmeier, 10 North Fairville Avenue. Mr. Steinmeier reported that the Board of Supervisors submitted the necessary paperwork to obtain casino grant funds. He stated that the Township requested \$500,000 for the sewer project. The Township is projecting to use those funds to assist residents with the tap-in fees to obtain the Sewer Connection Permits. He also stated that the Township felt that would be fair as everyone would receive the same amount of assistance. Mr. Rosario, the Township Manager, met recently with the people responsible for appropriating the funds. Mr. Steinmeier added that a decision regarding casino grant funds would be made in March 2019.

Richard Enck, 7612 Hillside Drive. Mr. Enck stated he would like to have an opportunity to get a copy of the agenda ahead of each meeting.

A brief discussion took place and it was agreed that the agendas would be placed at the Park and Rec building by noon on the day of the Authority meeting, starting in September.

CORRESPONDENCE

Mr. Salisbury brief reviewed the correspondence which included a letter from Steve Miner at Daley, Zucker, Meilton, Miner that the fee schedule would remain the same for 2019, another letter from Mr. Miner to Mr. and Mrs. Robert Longenecker that included an offer of \$10,000 for both the permanent and temporary easement required for the upcoming sewer project, several memorandums from staff regarding call outs during the recent severe weather, and a copy of the Record Request Form from Nicolas Calderelli.

AUTHORITY MEMBER COMMENTS

Jeff Bowra. Mr. Bowra expressed thanks for the commendable response by staff to the recent incidents caused by the severe weather.

Bill Rehkop. Mr. Rehkop echoed Mr. Bowra's comments.

Joe Sembrot. Mr. Sembrot had no comments.

Mike Kreiser. Mr. Kreiser also echoed Mr. Bowra's comments.

Tom Stewart. Mr. Stewart also echoed Mr. Bowra's comments and recommended that the Authority provide staff with lunch.

Mr. Stewart moved, seconded by Mr. Rehkop, to provide lunch for the staff. The motion was unanimously approved.

REPORTS

Authority Manager. Mr. Salisbury submitted a written report. Mr. Salisbury also reported that he received a call from a resident on Moyer Road asking why the Township was paving the road when the sewer project would take place in the next year. She voiced concern over the fact that it doesn't appear that communication is very good between the Authority and the Township. Mr. Salisbury stated that he would contact Mr. Rosario and discuss it with him.

Authority Engineer. Mr. Shope stated that he anticipated completion of the Solids Handling Improvement Study in September for the proposed new sludge press.

Authority Solicitor. Mrs. Van Eck reported all the Easements for the Holiday Park Project have been signed and recorded.

ADJOURNMENT

Mr. Stewart moved, seconded by Bowra, to adjourn the meeting. The motion was unanimously approved.

The meeting adjourned at 7:03 p.m.

Respectfully submitted,

Gail A. Martin
Recording Secretary