

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY
7901 JONESTOWN ROAD, HARRISBURG, PA 17112
TUESDAY, FEBRUARY 19, 2019
REORGANIZATION MEETING**

CALL TO ORDER

Mr. Kreiser asked that the Authority and members of the audience observe a minute of silence in memory of Robert Jones, a past chairman of the Authority, who passed away on February 17, 2019.

Mr. Kreiser stated that, as in the recent past, the same rules would apply for public comment.

ATTENDANCE

Michael A. Kreiser, Chairman
William Rehkop, Vice Chairman
Thomas Stewart, Treasurer
Jeffrey Bowra, Assistant Secretary

REORGANIZATION

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

Election of Chairman. ***Mr. Stewart moved, seconded by Mr. Bowra, to nominate Michael Kreiser as Chairman for 2019. The motion was unanimously approved.***

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

Election of Vice Chairman, Secretary, Treasurer, Assistant Secretary, and Assistant Treasurer. ***Mr. Stewart moved, seconded by Mr. Rehkop that the same members remain in the positions of Vice Chairman, Secretary, Treasurer, Assistant Secretary, and Assistant Treasurer as 2018. The motion was unanimously approved.***

Mr. Rehkop will serve as Vice Chairman, Mr. Sembrot as Secretary, Mr. Stewart as Treasurer, Mr. Bowra as Assistant Secretary, and Mr. Salisbury as Assistant Treasurer.

Appointment of Accountant. ***Mr. Stewart moved, seconded by Mr. Rehkop, to appoint Diana M. Reed & Associates as Authority's accountant, as needed, for 2019. 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 2019. The motion was unanimously approved.***

Appointment of Authority Solicitor. **Mr. Stewart moved, seconded by Mr. Bowra, to appoint Daley, Zucker, Meilton, Miner as the Authority's solicitor for 2019. The motion was unanimously approved.**

PUBLIC COMMENT

Richard Enck, 7112 Hillside Drive. Mr. Enck asked the Authority to correct the zip code on his mailing address. He stated that the address shows the zip code as 17113 rather than 17112.

Mr. Enck asked for verification as to how the sewer would be installed in the Houck Manor area. Mr. Kreiser stated that the plan had not changed and that the Houck Manor area would be getting a two-inch pressure line and that the Authority would be furnishing the grinder pumps for each home. In response to Mr. Enck's question, Mr. Kreiser stated that the Holiday Park subdivision would be getting gravity sewer.

In response to another question, Mr. Cichy stated that the project would take approximately seven (7) months. It would be anticipated that the properties in Houck Manor would be connected prior to the end of 2019.

APPROVAL OF MINUTES

Regular Meeting, December 18, 2018. **Mr. Stewart moved, seconded by Mr. Rehkop, to approve the Minutes as distributed. The motion was unanimously approved.**

Informational Meeting, January 15, 2019. **Mr. Stewart moved, seconded by Mr. Rehkop, to approve the Minutes as distributed. The motion was unanimously approved.**

FINANCIAL REPORTS

Mrs. Martin reported that the prepaid invoices as of 12/31/18 totaled \$81,836.50; the pending invoices as of 12/31/18 totaled \$5,948.46.

Mr. Stewart moved, seconded by Mr. Bowra, to approve the prepaid invoices in the amount of \$81,836.50. The motion was unanimously approved.

Mr. Stewart moved, seconded by Mr. Bowra, to approve the pending invoices in the amount of \$5,948.46. The motion was unanimously approved.

Mrs. Martin also reported that the prepaid invoices to date for 2019 totaled \$71,962.56 and pending invoices to date for 2019 totaled \$24,230.11.

Mr. Stewart moved, seconded by Mr. Rehkop, to approve the prepaid invoices in the amount of \$71,962.56. The motion was unanimously approved.

Mr. Stewart moved, seconded by Mr. Rehkop, to approve the pending invoices in the amount of \$24,230.11. The motion was unanimously approved.

The January receipts totaled \$209,368.70.

OLD BUSINESS

Houck Manor Project. Mr. Cichy reported that ten (10) bids were received through PennBid. The bids were reviewed on February 7, 2019. The lowest bid was submitted by

Guyer Brothers, Inc. in the amount of \$552,250.50. Mr. Cichy stated that was approximately \$230,000 less than anticipated for the project.

The project includes installation of approximately 6,500 linear feet of low pressure sewer main piping within the Houck Manor subdivision along Hillside Road, Walnut Avenue, Chestnut Avenue, Linglestown Road from Piketown Road to Royal Terrace Drive within the Winslett development, and approximately 57 lateral connection stubs.

Mr. Cichy stated that HRG is recommending that the Authority award Contract No. 19-1 to Guyer Brothers, Inc.

Mr. Stewart moved, seconded by Mr. Rehkop, to award Contract No. 19-1 to Guyer Brothers, Inc., in the amount of \$552,250.50. The motion was unanimously approved.

Mr. Stewart moved, seconded by Mr. Rehkop, to authorize HRG to issue a Notice of Intent to Award the bid to Guyer Brothers Inc. subject to receipt of performance and payment bonds. The motion was unanimously approved.

Mr. Cichy called the member's attention to the quotation from Mid Atlantic Pump & Equipment Company for 56 simplex grinder pumps in the amount of \$4,430 each or a total of \$248,080. The quote also included the price for three (3) duplex grinder pumps for the non-residential properties in the amount of \$9,955 each or a total of \$29,865. A total of \$5,525 towards the duplex grinder pumps will be the responsibility of the non-resident property owners.

The quote also set forth six (6) days of training and start-up service at \$900 per day or a total of \$5,400. The warranty period begins at the time of factory check after installation.

Mr. Stewart moved, seconded by Mr. Bowra, to approve the quotation from Mid-Atlantic Pump & Equipment Company for the purchase of simplex and duplex pumps for the Houck Manor project. The motion was unanimously approved.

Holiday Park Project. Mr. Cichy reported that an application for the NPDES permit required for the project would be submitted at the beginning of April.

Mr. Cichy also reported that it would be necessary to do some on-site testing as part of the soil testing requirements. The charges associated with the testing would be an added expense not previously provided by HRG.

After a brief discussion, Mr. Cichy agreed to provide the cost figures for soil testing at the March meeting.

It is anticipated that the project would go out for bid in April with the bid to be awarded in June or July 2019. The project would take approximately seven (7) months to complete. It would be likely that connections would be made in the spring of 2020.

Solids Handling Design and Spec Proposals. Mr. Cichy reported that Authority staff would be visiting a sludge facility located in Mechanicsburg or Elizabethtown that has a press furnished by PWTech. Mr. Cichy also stated that a further update would be offered at the March meeting.

Pump Station #9. Mr. Cichy called the member's attention to the memorandum dated February 19, 2019 regarding a site visit and preliminary recommendations for Pump Station #9.

Mr. Cichy reviewed the memorandum which offered HRG's recommendation on how to upgrade and/or replace Pump Station #9. The projected cost would be approximately \$390,000 plus the cost for engineering, legal, and administrative fees.

Following a brief discussion, the members agreed to take the recommendations into consideration.

NEW BUSINESS

Expert Witness Services. Mr. Miner called the member's attention to the letter from Russell McIntosh from HRG relative to consulting services in the Water Polo litigation.

Mr. Stewart moved, seconded by Mr. Rehkop, to sign the engagement letter for expert witness services. The motion was unanimously approved.

Winslett Right-of-Way Agreement. Mr. Miner called the member's attention to Resolution 2019-A-1 authorizing the acquisition of lands owned by Tri Corner Communities Winslett Neighborhood Association, Inc. for purposes of the Houck Manor project.

Mr. Stewart moved, seconded by Mr. Bowra, to adopt Resolution 2019-A-1. The motion was unanimously approved.

PUBLIC COMMENT

Richard Enck, 7112 Hillside Drive. Mr. Enck raised a question regarding the length of an electric cord for the grinder pump. Mr. Kreiser requested that Mr. Enck submit his question in writing to the Authority, and the Authority will provide a written response.

Paul Kirsch, 7205 Linglestown Road. Mr. Kirsch suggested that since it appeared that the Authority has a large reserve of funds, it should offer to loan funds to residents rather than have the residents borrow the money from a bank.

Kelly Sheetz, 640 Walnut Avenue. Ms. Sheetz stated that she and her husband purchased the property at 640 Walnut Avenue in November 2018. They were advised that the sewer would involve their property but no other details were provided. She asked that the Authority provide her with all of the written correspondence/information that was given to the Houck Manor residents. Mr. Salisbury agreed to do so.

CORRESPONDENCE

Mr. Salisbury briefly reviewed the correspondence provided in the packets, which included a letter to Township Manager Rosario requesting that Mr. Kreiser and Mr. Bowra be appointed to the Authority and that the Board of Supervisors increase compensation to \$100 per meeting for Authority members. In addition, Mr. Salisbury called the members' attention to an e-mail from Don Steinmeier, a memorandum regarding a joint workshop between the Board of Supervisors and Representative Andrew Lewis relative to the Houck Manor project, an article from The Paxton Herald regarding meetings in West Hanover on February 19 and 20, and a letter from Aqua-Aerobic Systems, Inc. honoring the West Hanover staff for exceptional operation of the plant in 2018.

AUTHORITY MEMBER COMMENTS

Tom Stewart. Mr. Stewart had no comments.

Bill Rehkop. Mr. Rehkop had no comments.

Mike Kreiser. Mr. Kreiser had no comments.

Jeff Bowra. Mr. Bowra offered congratulations on the award from Aqua-Aerobics.

REPORTS

Authority Manager. Mr. Salisbury submitted his monthly written report.

Mr. Salisbury also raised the question as to whether or not the Authority would offer any financial assistance to the residents of Houck Manor since the Authority recognized a savings of over \$200,000 for the project. He added that the decision of the Gaming Commission was still outstanding regarding the \$600,000 in assistance applied for by the Township.

Mr. Rehkop stated that he did not believe that if any assistance was provided, it should affect the tapping fee. Following a lengthy discussion, it was agreed that the Authority should consider assisting homeowners up to \$3,000 toward the installation of the grinder pumps.

Solicitor. Mr. Miner had no further comments.

ADJOURNMENT

Mr. Stewart moved, seconded by Mr. Rehkop, to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 7:48 p.m.

Respectfully submitted,

Gail A Martin
Recording Secretary