

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY
7901 JONESTOWN ROAD, HARRISBURG, PA
TUESDAY, OCTOBER 16, 2018
REGULAR MEETING**

CALL TO ORDER

The October 16, 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 to submit their questions in writing and stating that any questions raised would be answered in writing by the Authority.

ATTENDANCE

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

PUBLIC COMMENT

No public comments were offered at this time..

APPROVAL OF MINUTES

Regular Meeting, September 18, 2018. ***Mr. Stewart moved, seconded by Mr. Rehkop, to approve the Minutes as distributed.***

It was noted that under Old Business, Houck Manor and Holiday Park, the second sentence should read as follows: *He has submitted the WQM Part II for Houck Manor and plans to submit the WQM Part II for the Holiday Park pump station next week.*

The motion was unanimously approved with the suggested amendment to the Minutes.

FINANCIAL REPORTS

Mrs. Martin reported that the prepaid invoices totaled \$63,367.08.

Mr. Stewart moved, seconded by Mr. Bowra, to approve the prepaid invoices in the amount of 63,367.08. The motion was unanimously approved.

Mrs. Martin also reported that the pending invoices totaled \$71,636.60.

Mr. Stewart moved, seconded by Mr. Bowra, to approve the pending invoices in the amount of \$71,636.60. The motion was unanimously approved.

The September receipts totaled \$83,370.26.

OLD BUSINESS

Houck Manor and Holiday Park. Mr. Salisbury asked the Authority to set a date for an informational meeting for the residents of Holiday Park. The dates of November 1, November 8, or November 15 were suggested. Following a brief discussion, it was decided by consensus that the meeting should be set for November 15 at 6:30 p.m. at the Park and Rec Building.

At Mr. Miner's suggestion, it was agreed that a Public Notice should be advertised for the meeting. In addition, it was agreed by consensus that letters should be mailed and hand delivered to all of the residents in Holiday Park affected by the sewer extension.

PMRS Pension Report. Mr. Kreiser called the members' attention to the report from PMRS regarding moving the Authority pension plan from the Township.

Mr. Salisbury then called the members' attention to Resolution 2018-A-5 included in the packet to authorize moving the pension plan to PMRS.

Mr. Stewart moved, seconded by Mr. Rehkop, to approve Resolution 2018-A-5. The motion was unanimously approved.

Manhole Rehabilitation. Mr. Wentzel called the members' attention to his memorandum dated October 8, 2018 regarding suggested contractors for replacing the manhole cone on Manhole #90.

In his memorandum, Mr. Wentzel recommended that the Authority employ CPA Pavement Services to do the replacement. However, following a brief discussion and input from Mr. Bowra, Mr. Wentzel revised his recommendation and suggested that the Authority employ Guyer Brothers, Inc. to perform the work.

Mr. Stewart moved, seconded by Mr. Bowra, to award the contract to Guyer Brothers, Inc. at a cost of \$5,802. The motion was unanimously approved.

Mr. Kreiser commended the Authority employees on the commendable job they did making the necessary repairs to Manhole #2.

Solids Handling Improvement Report Study. Mr. Shope stated that the Sludge Press was now 20 years old.

He went on to review the study in detail. Mr. Shope reported that the approximate cost to replace the Sludge Press would be approximately \$900,000. Mr. Shope suggested that the project be turned over to an engineering firm to prepare the bid specifications.

Mr. Kreiser expressed some concern over the fact that the type of press being suggested would not be much improved over what currently comes off of the current press. He stated that he was concerned that only mediocre sludge would be achieved after spending over a million dollars, including engineering costs.

Mr. Rehkop suggested that perhaps the Authority should check out the press manufactured by BDP Inc. He advised that he was traveling to their location on October 19.

NEW BUSINESS

Encroachment Agreement. Mr. Salisbury called the members' attention to the Encroachment Agreement proposed between Frank Dushek, the Authority, and UGI. Mr. Salisbury reported that he has not any response from Mr. Dushek or UGI.

Following a brief discussion, it was suggested that a note of allowing ten feet (10') clearance from sewer facilities to the Encroachment Agreement. Mr. Miner will make that addition.

Draft 2019 Budget. Mr. Salisbury called the members' attention to the draft copy for the 2019 Budget. He asked that they review it, and let him know if there are any suggested changes.

Newsletter Article. Mr. Salisbury called the members' attention to the proposed Newsletter article providing an update on the Houck Manor and Holiday Park sewer extension. By consensus, it was agreed that the article should be forwarded to the Township for inclusion in the next Township Newsletter.

Sterling Road Deed of Dedication. Mr. Salisbury reported that the sewer system on Sterling Road has been installed and tested successfully. He also reported that the Authority Engineer reviewed and approved the record drawing and legal description; the Solicitor has reviewed the Deed of Dedication. Mr. Salisbury asked the members to approve the recording of the Deed of Dedication and reducing the Letter of Credit.

Mr. Stewart moved, seconded by Mr. Rehkop, to approve the Deed of Dedication of the low pressure sewer system serving the Sterling Road Project contingent upon the completion of all outstanding requirements listed in the August 9, 2018 letter. The motion was unanimously approved.

Mr. Stewart moved, seconded by Mr. Sembrot, to approve the reduction of the LOC 364 from \$144,265 to \$21,640 for the Sterling Road Project. The motion was unanimously approved.

PUBLIC COMMENT – NON-AGENDA ITEMS

Donald Steinmeier, 11 North Fairville Avenue. In response to the Resolution regarding the Authority Pension, Mr. Steinmeier indicated that the Board of Supervisors has not taken any action on that item to date. He suggested that Mr. Salisbury contact Mr. Rosario regarding the next step and indicated that Mr. Rosario was out of the office until October 25. Mr. Rosario will have to work with Principal to take the necessary steps.

Mr. Steinmeier reported that Mr. Rosario met at the Dauphin County Court House relative to the request from West Hanover for casino funds in the amount of \$500,000. He came away from the meeting with a good feeling.

He also reported that the Devonshire Road and Route 39 improvement project would begin in November and continue through the end of April 2019.

Mr. Steinmeier also announced that the voting location for Precinct 3 (West Hanover Elementary School) as temporarily moved to Judge Witmer's office.

CORRESPONDENCE

Mr. Salisbury briefly reviewed the correspondence, which included a memorandum regarding the pond on Henry Cassel's property, an article regarding sewer installation in East Hanover Township, and an MVE note.

AUTHORITY MEMBER COMMENTS

Tom Stewart. Mr. Stewart complimented staff for a nice job on the manholes.

Bill Rehkop. Mr. Rehkop stated he believed that steps should be taken to begin the sludge press project as it would take considerable time to have the sludge press manufactured and installed.

Mr. Stewart moved, seconded by Mr. Bowra, to ask HRG to prepare design and bid specs for the project. No vote was taken on the motion.

Mr. Stewart moved, seconded by Mr. Bowra to ask HRG for a proposal for design and bid specs for the projects. The motion was unanimously approved.

Mike Kreiser. Mr. Kreiser had no comments.

Joe Sembrot. Mr. Sembrot had no comments.

Jeff Bowra. Mr. Bowra had no comments

REPORTS

Authority Manager. Mr. Salisbury submitted his monthly written report. In addition, he called the members' attention to the information he distributed prior to the meeting regarding a class that Mr. Delgado would like to attend to assist in obtaining his Operator's License. He would attend class two (2) days a week, three (3) hours per class at a cost of \$2,750. By consensus, it was agreed that Mr. Delgado could attend the class.

Engineer. Mr. Shope stated that the October meeting would be his last meeting, although he would be available through the end of the year if staff had any questions.

Solicitor. Mr. Miner reported that an Answer was provided on October 2, 2018 relative to the Water Polo litigation.

ADJOURNMENT

Mr. Stewart moved, seconded by Mr. Sembrot, to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 7:18 p.m.

Respectfully submitted,

Gail A Martin
Recording Secretary