

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY  
7901 JONESTOWN ROAD, HARRISBURG, PA  
TUESDAY, NOVEMBER 19, 2019  
REGULAR MEETING**

**CALL TO ORDER**

Chairman Kreiser called the November 19, 2019 regular meeting to order at 6 p.m., followed by the Pledge of Allegiance.

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

**ATTENDANCE**

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

**PUBLIC COMMENT – AGENDA ITEMS**

No public comments were offered.

**APPROVAL OF MINUTES**

Regular Meeting, October 15, 2019. ***Mr. Stewart moved, seconded by Mr. Sembrot, to approve the Minutes as distributed. The motion was unanimously approved.***

**FINANCIAL REPORTS**

Mrs. Martin reported that the prepaid invoices totaled \$391,633.11, which included the second semi-annual payments on the 2012 and 2015 Bonds.

***Mr. Stewart moved, seconded by Mr. Bowra, to approve the prepaid invoices in the amount of \$391,633.11. The motion was unanimously approved.***

Mrs. Martin also reported that the pending invoices totaled \$40,980.29.

***Mr. Stewart moved, seconded by Mr. Rehkop, to approve the pending invoices in the amount of \$40,980.29. The motion was unanimously approved.***

The October receipts totaled \$215,097.28.

**OLD BUSINESS**

Houck Manor. Mr. Cichy reported that Guyer Brothers completed installation and testing of the low pressure sewer mains, laterals, air release valves, and cleanouts. They also completed the lining of the air release valves and downstream manholes and performed pavement restoration and seeded the disturbed vegetative areas.

A Substantial Completion inspection was performed on November 6, 2019 with members of the Authority staff, contractors, and HRG present. The Township's road master also completed an inspection of the pavement restoration and identified areas that needed to be corrected. PennDOT also completed its inspection of the pavement restoration on Route 39 and found the restoration to be acceptable and closed out the Highway Occupancy Permit. A punch list of items remaining was prepared and provided to Guyer Brothers. Based on the Substantial Completion inspection, it was determined that the work was

substantial completed as of October 30, 2019. Guyer Brothers has until November 29, 2019 to complete the punch list and is currently working on it.

Mr. Cichy asked the Authority members to consider approving Change Order No. 2, which reconciled the differences in quantities of the initial base price with the actual quantities installed. It also established Bid Line Items Nos. 39 and 40, which included the cost to install lateral tees on Route 39. Overall, the Change Order reduced the contract price by \$4,492.35 to \$528,069.10.

***Mr. Rehkop moved, seconded by Mr. Stewart, to approve Change Order #2 reducing the contract price by \$4,492.35 to \$528,069.10. The motion was unanimously approved.***

Mr. Cichy recommended to the members that they approve the Application for Payment No. 6 in the amount of \$261,399.08. The request was reviewed by HRG.

***Mr. Stewart moved, seconded by Mr. Rehkop, to approve Application for Payment No. 6 in the amount of \$261,399.08. The motion was unanimously approved.***

Holiday Park. Mr. Cichy reported that PA DEP issued the Water Obstruction and Encroachment Permit on November 1, 2019 and DCCD issued the Chapter 102 PAG-02 NPDES General Permit coverage on November 4, 2019. HRG will be finalizing the design for the Holiday Park Pump Station and the bidding documents. The project should be ready to advertise for bids at the beginning of January 2020.

PWTech ESR-353. Mr. Cichy reported that the PA DEP Water Quality Management Permit Application remains under technical review by PA DEP. Technical comments or additional notification regarding the review has not been received. Previously, PA DEP informed HRG that the review and return of the Construction Permit would be sometime in December.

HRG completed review of the PWTech equipment submittal and coordinated with Authority staff and the Systems Integrator regarding the proposed control systems. HRG's electrical engineer prepared P&ID drawings and wiring diagrams for all of the new process equipment, and this information was provided to PWTech for the fabrication of the control panel. This information will also be included in the final design drawings for bidding of the construction contract.

PWTech estimated fabrication of the unit to take approximately 18 weeks from October 7, 2019, which would make the estimated delivery date around February 10, 2020.

HRG is continuing to prepare the final design drawings and bidding documents for construction of this project. However, the schedule for bidding and construction will be dependent upon receipt of the WQM Permit from PA DEP. It is anticipated that construction could begin early in 2020.

Pump Station #9. Mr. Cichy reported that HRG was progressing with the final design of Pump Station #9. A site visit with the electrical and mechanical engineer took place on November 14, 2019 and the geotechnical boring and investigation will be scheduled. HRG contacted PA DEP to determine if a Water Quality Management Permit would be needed for the project and was advised that it would be required. The application for the permit was completed and a check issued in the amount of \$500. The application will be submitted to PA DEP by November 22, 2019.

2020 Final Budget. Mr. Kreiser called the members' attention to the proposed final Budget for 2020. During a brief discussion that followed, Mr. Bowra suggested that staff prepare a Capital Improvement Plan for the next five (5) years. Mr. Salisbury indicated that staff would prepare a draft for consideration at the December meeting.

***Mr. Stewart moved, seconded by Mr. Bowra, to approve the final budget for 2020. The motion was unanimously approved.***

## **NEW BUSINESS**

RBC Capital Markets. Lou Verdelli from RBC Capital Markets was present to discuss the possibility of refinancing the 2015 bond. He reviewed a handout with the members showing an approximate savings of \$75,000 without extending the length of the current bond beyond the current maturity date of 2031.

In response to a question regarding fees to refinance the bond, he stated that the cost to refinance and reissue the bonds would be approximately \$120,000. This represented all the costs including those that the Authority and Township would be responsible for.

A brief discussion followed during which it was debated whether or not a \$75,000 savings would warrant refinancing the bond.

***Mr. Stewart moved, seconded by Mr. Kreiser, to set the savings minimum at \$150,000 in order to refinance the bond. The motion failed 2-3, with Mr. Bowra, Mr. Rehkop, and Mr. Sembrot voting nay.***

***Mr. Rehkop moved, seconded by Mr. Sembrot, to set the savings minimum at \$100,000 in order to refinance the bond. The motion was approved 4-1, with Mr. Stewart voting nay.***

Mr. Verdelli stated he would see what could be done to realize a larger savings.

605 and 646 Chestnut Avenue. Mr. Salisbury called the members' attention to two RFPs from Sleepy Creek Lawn Service for work to be performed to alleviate water issues that resulted from installation of the sewer. The amount for 605 Chestnut Avenue is \$638 and the amount for 646 Chestnut Avenue is \$2,670.

***Mr. Stewart moved, seconded by Mr. Sembrot, to approve the RFPs in the amount of \$638 for 605 Chestnut Avenue and \$2,670 for 646 Chestnut Avenue. The motion was unanimously approved.***

Interior LED Proposal. Mr. Salisbury called the members' attention to the proposal from Fromm Electric for replacement bulbs in the amount of \$3,933. Following a brief discussion, it was agreed by consensus that staff should check with COSTARS to determine if the bulbs could be purchased through that program.

## **PUBLIC COMMENT – NON-AGENDA ITEMS**

Richard McNeal, 631 Walnut Avenue. Mr. McNeal stated he has been told several different amounts that residents would receive for assistance in connecting to the public sewer. Mr. Kreiser responded saying that the residents would receive a free grinder pump, a free tapping fee, and a rebate of \$1,048 toward future costs for the grinder pump. Those items could total close to \$10,000.

Richard Enck, 7112 Hillside Road. Mr. Enck said he had some questions regarding the connection of the electrical system for the grinder pump. Mr. Kreiser stated that Mr. Enck should submit his question in writing to the Authority for research and response.

Mr. Enck also mentioned that there were three properties that experienced water issues from installation of the sewer, the two on Chestnut Avenue as well as one on Hillside. Mr. Salisbury advised that he didn't believe that the Authority was aware of the one on Hillside.

Don Steinmeier, 11 North Fairville Avenue. Mr. Steinmeier asked when construction would commence on Holiday Park. Mr. Cichy stated it would likely be March or April 2020.

He also asked how many grinder pumps would be required in the Holiday Park project and whether or not those residents would be treated the same as those in Houck Manor. Mr. Salisbury stated that there was one resident who did not want to redo his plumbing to get first floor sewer service. Since the Authority guarantees first floor service, that resident would be required to pay for the grinder pump. He

added that there was a possibility that one other residence would need a grinder pump and, if turned out to be the case, the Authority would furnish that in order to get first floor service.

### **CORRESPONDENCE**

Mr. Salisbury called the members' attention to the correspondence, which included a letter from the resident at 646 Walnut Avenue and the Authority's response, a sample of the smoke testing hanger that was used to notify residents of that smoke testing, a letter to the resident at 130 Mapleton Boulevard regarding sewer arrears, and the notes from the Township meeting on November 5, 2019.

### **AUTHORITY MEMBER COMMENTS**

Jeff Bowra. Mr. Bowra wished everyone a Happy Thanksgiving.

Bill Rehkop. Mr. Rehkop wished everyone a Happy Thanksgiving.

Joe Sembrot. Mr. Sembrot wished everyone a Happy Thanksgiving.

Tom Stewart. Mr. Stewart wished everyone a Happy Thanksgiving.

Mike Kreiser. Mr. Kreiser wished everyone a Happy Thanksgiving.

### **REPORTS**

Authority Manager. Mr. Salisbury submitted a written report.

Engineer. Mr. Cichy had no further comments.

Authority Solicitor. Mr. Miner stated that he placed several liens and would continue to work on collection activities.

### **ADJOURNMENT**

***Mr. Stewart moved, seconded by Mr. Sembrot, to adjourn the meeting. The motion was unanimously approved.*** The meeting adjourned at 7:12 p.m.

Respectfully submitted,

Gail A. Martin  
Recording Secretary