

WEST HANOVER TOWNSHIP AUTHORITY
WORKSHOP MINUTES
October 21, 2020 @ 6:00 p.m.

1. **CALL TO ORDER:** Bob Fowler, meeting started 6:06 pm
2. **ROLL CALL:** Mike Geppert, Don Steinmeier, Robert Fowler, a quorum is present
3. **SPECIAL ITEMS FOR APPROVAL:**
 - a. Board approval needed to add Alexis to Mid Penn Bank Authority account
 - i. Alexis is authorized for amounts up to \$5000
 - ii. Resolution #'s 20-09, 20-10 to be signed
Resolutions to authorize prepayment of bills (less than \$5,000), remove Tara Rex from authority accounts and add Alexis.

Mr. Fowler asked for a motion for approval. Mr. Geppert moved, seconded by Mr. Steinmeier. Motion passes unanimously.
 - b. Board approval of prior meeting minutes: 9/16/20 and 10/7/20.

Mr. Fowler asked for a motion to approve both minutes. Moved by Mr. Steinmeier, Seconded by Mr. Geppert. Motion passed unanimously.
4. **FINANCIAL**
 - a. Mid Penn Bank Statement as of 9/30/20, ending balance \$704,308.33
To Mr. Fowler's knowledge no expenditures have come out of this account. Authority is still waiting for invoices from the Township. Reminder of the \$704,000, only half is available for Authority to spend, the other is reserved for the Covid credit. We have about \$350,000 available to pay expenses. Estimated approximate reimbursement for staff is \$200,000. There are still some repair projects to be done by the end of year, so far expecting a positive situation with the fund.
5. **PUBLIC COMMENT:**

Dennis Kalbarczyk – asked why HRG proposal and budget were not posted and wanted to be able to see those items before the meeting. Mr. Kalbarczyk asked if the authority knew what their expenses. Mr. Kalbarczyk and Mr. Fowler had a discussion regarding starting numbers of the budget and spending to date. Mr. Kalbarczyk asked if the HRG draft study was going to be posted. Mr. Fowler advised it was not going to be posted but it will be screen shared during the presentation with Bruce from HRG and reminded it was a draft study.

Mr. Fowler responded those items were not able to be posted until the meeting minutes were approved that approved those items. They will be posted shortly. Mr. Rosario is estimating about \$200,000 reimbursement, hoping to invoice for Nov. meeting. Have approved some consulting bills HRG, Light Heigel. Hoping to get budget vs. actual in the next few weeks.

Mr. Fowler asked Alexis why the HRG proposal had not been posted.

Alexis advised she was waiting for the approval of minutes to post anything to the website.

Tracey Lewis – difficult for people to follow along and ask questions without info being posted. Asked for public comment after HRG's presentation. Resident's opinions are important because it affects everyone.

Mr. Fowler asked Mr. Geppert and Mr. Steinmeier if they want to do a 2nd public comment since they are not taking action tonight.

Mr. Steinmeier and Mr. Geppert agreed. Mr. Fowler stated they will do a 2nd public comments section if they can limit the comments to HRG study.

Richard Enck 7112 Hillside Road

September meeting, Ms. Zimmerman raised questions regarding money, where does extra money go? Does it get applied to next year or a reserve account.

Mr. Fowler responded the \$1.4 million Ms. Zimmerman was referring to the initial budget presented to the Authority from the township by Mr. Rosario. We have paired that down to \$925,000 by taking items out. The \$350,000 is the current budget maybe \$525,000 for 2021. Collection rate is low, only about 70% of what we billed. Any money leftover will be carried over as a reserve, additional contingency, or levelize storm water rate so that doesn't have to be increased. Due to the delinquency & high cost of credits, the \$104 ERU rate is not going to work for the rest of the permit period.

Mr. Enck responded that answered his question and thanked Mr. Fowler

Mr. Fowler asked if there were any other comments? Public comment section concluded; the public may comment on the HRG draft study after its presentation.

6. HRG STORMWATER DRAFT RATE STUDY

a. Presented by Bruce Hulshizer, HRG

Mr. Hulshizer screen shared the stormwater fee analysis. Looked through West Hanover's data from parcels and pervious area. The alternative fees being discussed are to meet the 2021 expenditure budget \$925,000. Revenue goal is

\$1.164M and takes delinquencies and credit costs into account to reach the \$925,000.

Mr. Hulshizer discussed stated West Hanover's developed parcel was set at 800 sq. feet. Industry standard is 500 sq. ft. Improved current fee structures two things to be considered: developed parcels at 500 sq. feet and simplify and automatically apply low impact parcel credit. Mr. Hulshizer showed examples of small, medium and large parcels and fee after low impact and nonurbanized credits. Small parcel would be \$108, medium parcel \$263, large parcel \$175 per year. Based off current ERU structure.

Mr. Hulshizer explained Alternative 1 (residential flat fee) 44% impervious areas from 3,734 properties, \$137 single family residential. For this analysis they used land use codes R01-R10. Another option was the tiered approach. Alternative 2A, 5 Tier. In Tiers 1-4, that covers 87% of properties, 92% of single family residential. That distributes the cost. Don't need to use ERUs necessarily. Tier 5 would pay on per hundred sq. feet impervious rate.

Mr. Hulshizer then explained the Alternative Tier 2b – Two Tier Structure, is simplified. Most people are paying **around** a hundred a year. If you are after the 6,000 sq. feet, then you would be in the next tier so there is an abrupt jump. Mr. Mr. Hulshizer then summarized fee structure considerations. Improve current structure: developed parcel 500 sq. ft IA & auto apply low impact, flat fee requires detailed review of which parcels are SFR, two tier has abrupt fee change at boundary, 5 tier similar to except 87% in fixed tier rate but introduces new terminology. 5 Tier is similar to the current structure. Mr. Hulshizer, asked if anyone had any questions?

Mr. Fowler asked the board had any questions. Mr. Geppert had no questions.

Mr. Steinmeier discussed the 5-tier option. His concern is the residents on the higher end with fees. He is unsure if that was addressed in any of the alternative billing methods.

Mr. Fowler and Mr. Steinmeier had a discussion regarding tier programs and what other townships are doing and defining single family. They discussed our generous credit program. Mr. Fowler asked Mr. Hulshizer what his other clients were doing as far as the flat fee.

Mr. Hulshizer discussed other municipalities using the flat fee and people with low end sq. feet will find that unfair. Trends are moving away from that. They were used in the past because good data was not available. Mr. Hulshizer recommended if you didn't already have the IA data, the flat rate would be recommended but we already have the necessary data.

Mr. Fowler asked Mr. Hulshizer asked about the recommended 500 sq. ft minimum. Is anything lower than 500 sq. feet, able to pay something? That would leave everyone with IA would have

to pay something. Mr. Hulshizer responded some communities do that; some say it's not worth the effort, it may create extra work for you.

Mr. Fowler and Mr. Hulshizer discussed flat fee in the situation with an HOA? Mr. Hulshizer recommended HOA be based on actual IA, its Parcel based billing. Mr. Fowler asked if the person that owns a condo would technically be paying two fees – an HOA and an individual Stormwater fee? Mr. Hulshizer indicated the HOA fee would probably go up to cover the Stormwater fee.

Mr. Fowler asked if it would it be a lot of work to figure out the cost if we made the credits automatic as opposed to be applied. What would the cost of that be to make sure it's in our revenue calculations? To be fair to those who applied for the low impact, should the authority consider later, rebating the \$25? Mr. Geppert said give it back as a credit, so you don't have to write a check. Mr. Fowler stated we need to talk to Keystone regarding how detailed the invoices will be next year. Or we can have Alexis write \$25 checks. Mr. Hulshizer stated he has not found billing companies have easily accommodated listing credits. Mr. Fowler stated they are considering sending a letter to each resident. Mr. Fowler advised residents they can look up their parcel number on the GIS and it will indicate if they are in the urbanized or non-urbanized area.

Mr. Fowler asked the board if they had any further questions or comments?

Public comments:

Dennis Kalbarczyk - agrees with idea of sending letters to residents before next year's billing. All residents should pay something and likes the idea of an included low impact parcel. Asked if there a cap on fees? Mr. Kalbarczyk would like the Residential / commercial study to show both.

Mr. Fowler responded there are discussions with the solicitor, and he doesn't believe the cap will survive a legal challenge.

Mr. Kalbarczyk responded in his research there are exceptions where caps would be ok, but he understands their position. Mr. Fowler asked Mr. Kalbarczyk if he had any other questions and he had none.

Tracey Lewis - 928 Pheasant Road

Appreciated the presentation and listening to residents' concerns. Believes next year we will get a lot of appeals and credits, that people did not feel like dealing with when we first received the first invoice. Public roads and sidewalks are used by everyone, everyone should all contribute. Would like for flat fee to make it simple.

Mr. Fowler thanked Tracey. If its automatic low impact credit, we can maybe do it internally. Still would need HRG to do extensive analysis. Hoping to have a final study from HRG for our November meeting and adopt a rate method at our special meeting mid-November.

Mike Kreiser- 483 Hershey Road

In his own research other townships used impervious service for flat fee. Doesn't believe flat fees are a dying trend. More people realize its expensive to maintain so its simpler with the flat fee.

Tina Baker- 487 Hershey Road

Low impact credit should be upped or tiered. She has 16% coverage, a townhouse has 40%, wants to know why is she paying more than a townhouse? A group of townhouses have a greater impact on stormwater. Would like to take into consideration percentage of impervious area and not just ERUs.

Maryanna Naugle - 7037 Hillside Road

All residents and taxpayers should be paying into the stormwater. Does not like the \$108 fat rate, her fee will double. Confused why she should have to pay as much as people who have several acres when she has a small property. Asks for the board to put a lot of time and effort into their decision.

Mr. Fowler responded the flat fee is assessed at \$137, small impervious would really be affected. That is one of our concerns in considering the flat fee.

Richard Enck – 7112 Hillside Road

Complimented the meeting sound, he can hear everyone clearer.

Mr. Fowler thanked him. Explained we are having issues with microphones, speakers and feedback. Thanks for the patience while we work out the kinks!

Sherri Anderson - 7568 Fishing Creek Valley Road

Agreed on percentage of impervious surface based on acreage. In the June 2020 meeting, she asked someone to contact Greater Harrisburg Association of Realtors to let them know there is a new stormwater implementation in the township that to call keystone collections to get a proration. They are charging \$60 for a certification, which is a large fee. Sellers are not going to contact Keystone for the proration.

Mr. Fowler asked Alexis to get in touch with the Association of Realtors. Alexis responded she would. Sherri will provide the contact info.

Mr. Fowler asked if there were any other public comments. There were none.

7. BOARD MEMBER COMMENTS:

- a. Gloria Zimmerman
- b. Mike Geppert none
- c. Max Shradley

- d. Don Steinmeier discussed current structure, flat fee problems for the lower end, bringing upper end down
 - e. Robert Fowler - thanks HRG for their study, will send a list of comments and items to address and for final study.
- 8. ADJOURNMENT Mr. Fowler requested a motion to adjourn, moved by Mr. Steinmeier, seconded by Mr. Geppert. Motion approved unanimously.
Meeting adjourned at 7:40**

**** Regular Authority Board Meeting on November 4, 2020 @ 6:30 pm**
Special Meeting – Adopt 2021 Rate Method on November 18, 2020 @ 6 pm**