

WEST HANOVER TOWNSHIP AUTHORITY
SPECIAL MEETING
December 16th, 2020 @ 6:00 pm
Meeting ID: 995 9694 2945
Passcode: 030377

1. **CALL TO ORDER:** Chairman
2. **ROLL CALL:** Secretary
3. **APPROVAL OF THE MINUTES:**
 - a. Monthly Meeting Minutes from December 2nd, 2020
4. **CORRESPONDANCE:** None
5. **BOARD COMMENT/ANNOUNCEMENTS:**
 - a. Property Owners who are delinquent as of 12/31 will not receive any Stormwater credits on their 2021 stormwater fee billing.
6. **PUBLIC COMMENT:**

Please limit comments to 3 minutes and state your name & address clearly for the record.
7. **PRESENTATIONS, STAFF & BOARD REPORTS:**
 - a. **Administration - None**
 - b. **Public Works - None**
 - c. **Finance - None**
8. **TREASURER'S REPORT:**
 - a. Mid Penn Bank Balance as of 12/15/20: \$417,334.56
 - b. Approval of Invoices:
 1. Accuwrite (checks) - \$145.10
 2. Salzmman Hughes - \$2,720.00
 3. Capitol Computer Systems Invoice (Sage program setup) - \$262.35
 4. Keystone Collections (postage) - \$14.00
9. **OLD BUSINESS:**
 - a. Adopt Final Consolidated Budget for 2021
 - b. Adopt Final 2021 Stormwater Fee Rates

10. NEW BUSINESS:

a. I.A. Adjustment Appeals:

- i. Howard Forney, 7020 Devonshire Heights Rd., A-56
Recommendation: Approval of increase in IA from 0 sf to 2,185 sf.
- ii. Christopher S. Healy, 313 S. Oak Grove Rd, A-57
Recommendation: Approval of reduction from 116,700 sf to 10,000 sf.

b. Credit Approvals:

- i. Howard Forney, 393 Sarhelm Rd., C-104
Recommendation: Approval 40% Riparian Buffer credit, property qualifies for 50% maximum credit due to automatic low-impact credit

c. Authorization for Adjustments to 2020 Stormwater Fee Billings

d. Authorization for Waiver of Late Fee Penalties

11. ANY OTHER BUSINESS TO COME BEFORE THE BOARD:

12. BOARD MEMBER COMMENTS:

- a. Gloria Zimmerman
- b. Mike Geppert
- c. Max Shradley
- d. Don Steinmeier
- e. Robert Fowler

13. ADJOURNMENT

Have a Safe and Healthy Holiday Season!

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*****Next Authority Board Meeting on January 6, 2021 @ 6:30 pm*****

**WEST HANOVER TOWNSHIP AUTHORITY
FINAL 2021 CONSOLIDATED BUDGET**

BEGINNING FUND BALANCE		\$ 473,530
REVENUES:		
2021 Stormwater Fee Gross Billing		1,220,000
Prior Years' Delinquent Collections		25,000
Credit Application Fees		1,875
Stormwater Permit Fees		5,000
Reimbursed SALDO Fees		20,000
Interest Income		2,000
Estimated 2021 IA Adjustment Appeals		(5,000)
2020 Covid Credit Costs		(423,530)
Cost of Stormwater Credits:		
Automatic Low-Impact Parcel	\$ (73,000)	
Automatic Non-Urbanized Parcel (25%)	(100,000)	
All Other Credits	<u>(15,000)</u>	(188,000)
Estimated Delinquent 2021 Stormwater Fees (20%)		<u>(244,000)</u>
TOTAL NET REVENUES		\$ 413,345

TOTAL NET REVENUES PLUS BEGINNING FUND BALANCE **\$ 886,875**

EXPENDITURES:		
WHTA Program Implementation		\$ 40,000
MS4 Program Management		50,000
SALDO Permit Reviews & Inspections		20,000
Reimbursement of Twp Staff Costs		40,000
Reimbursement of Dedicated Staff Costs		44,000
Dedicated Staff Benefits		22,000
Infrastructure Repair Costs		150,000
Vehicle Fuel		10,000
Small Tools & Minor Equipment		1,000
PA One Call		1,000
Street Sweeper Lease		18,756
JD Backhoe Lease		6,974
HP Plotter/Printer/Scanner Lease		3,300
Tract Loader Lease		5,250
iPad & Software		5,000
Other Services & Charges		5,000
Drainage Studies		20,000
GIS Updates & Maintenance		10,000
Infrastructure Design Services		25,000
Infrastructure Condition Assessments		25,000

MS4 BMP-3 Construction (Lakeside)	100,000
MS4 BMPs 1 & 2 Design/Permit	115,000
Authority Member Compensation	2,000
MS4 Training (Staff & Board)	1,000
Enforcement of N.O.V.	2,000
Stormwater Fee Billing Expense	10,000
Audit	5,500
Accounting	20,000
PMAA Membership	1,000
Travel	500
Public Officials Liability Insurance	5,000
Legal	40,000
Office Rent	1,000
Advertising	2,500
Travel	500
Office Supplies	2,500
Dauphin County Regional SW Buy-in	<u>21,000</u>
TOTAL EXPENDITURES	\$ 831,780
 ENDING FUND BALANCE	 \$ 55,095

WEST HANOVER TOWNSHIP AUTHORITY
2020 STORMWATER RATE COLLECTION UPDATE
As of December 16, 2020

	<u>Number of Accounts</u>		<u>Dollar Value of Accounts</u>	
	<u>Number</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
Accounts Paid in Full	3604	82.72%	\$788,298.32	71.36%
Accounts in Payment	121	2.78%	\$69,189.46	6.26%
Accounts Not Paid	632	14.51%	\$247,251.33	22.38%
Totals	4357	100.00%	\$1,104,739.11	100.00%

*Accounts in Payment	\$38,041.46	Paid
	<u>\$31,148.00</u>	Unpaid

