

WEST HANOVER TOWNSHIP AUTHORITY
MEETING MINUTES
January 6th, 2021 @ 6:30 p.m. via Zoom

1. **CALL TO ORDER:** Mr. Fowler called the meeting to order at 6:31 pm

2. **ROLL CALL:** All present except Mr. Geppert

3. **ORGANIZATION**

a. **Elections**

Mr. Stinnett stated we will do an open nomination process whereby each Authority member can nominate an individual to serve as chair. We will then allow voting on each individual name that is offered, in the order in which the nomination is received. Mr. Stinnett asked if there were any nominations for the chair. Mr. Steinmeier nominated Mr. Fowler, since he is doing a great job. Mr. Fowler thanked him for the nomination. Mr. Stinnett asked if there were any other nominations. There were none, Mr. Stinnett stated they would do a roll call vote. Ms. Zimmerman, Mr. Steinmeier and Mr. Shradley all nodded. Mr. Stinnett confirmed that is a majority and congratulated Mr. Fowler for being named the chair. Mr. Stinnett moved onto vice chair. Ms. Zimmerman nominated Mr. Steinmeier, seconded by Mr. Fowler. Mr. Steinmeier nominated Ms. Zimmerman to which she respectfully declined. Mr. Stinnett asked if there were any other nominations. Mr. Fowler, Ms. Zimmerman and Mr. Shradley all voted yes for Mr. Steinmeier. Mr. Stinnett congratulated Mr. Steinmeier on being vice chair. Mr. Stinnett stated they will now take nominations for secretary / treasurer and asked if there were any nominations. Mr. Steinmeier nominated Mr. Shradley. Ms. Zimmerman seconded. Mr. Fowler, Ms. Zimmerman and Mr. Steinmeier all voted yes. Mr. Stinnett congratulated Mr. Shradley. The elections portion is now concluded.

Appointments

- i. Resolution 2021-01 Solicitor – Salzmann Hughes
- ii. Resolution 2021-02 Authority Engineer - HRG
- iii. Resolution 2021-03 Accounting Firm – Diana Reed

Mr. Fowler stated these were all reappointments. Mr. Fowler entertained a motion to approve. Moved by Mr. Steinmeier, seconded by Mr. Shradley. Motion carried.

b. **Meeting Dates**

- i. Resolution 2021-04 Meeting Dates 2021

Mr. Fowler stated these will continue to be the first Wednesday of the month. A motion to approve the 2021 meeting dates was moved by Mr. Shradley, seconded by Ms. Zimmerman. Motion carried.

4. **APPROVAL OF MINUTES:**

- a. Special Meeting Minutes of December 16th, 2020

A motion to approve the special meeting minutes of December 16, 2020 as presented was moved by Ms. Zimmerman, seconded by Mr. Steinmeier. Motion passed.

5. CORRESPONDANCE:

- a. Email received from Mark Silver Esq. re Henry Cassel

Mr. Fowler advised we received an email from Mark Silver Esquire regarding Henry Cassell. Mr. Fowler asked if any other board member have received any correspondence. None did.

6. BOARD COMMENT/ANNOUNCEMENTS:

Mr. Fowler informed that Mr. Geppert's term expired on December 31st. He will continue to serve as a "holdover" member of the Authority until his reappointment by the Township. We are hoping that can be resolved by the next meeting.

Mr. Fowler also noted as a result of the holidays and Covid, the Stormwater postcard mailing has been delayed and is now expected to be sent within the next week. Property owners should receive their postcard in the coming weeks.

7. PUBLIC COMMENT:

Mike Kreiser – 483 Hershey Road

Thanked Mr. Fowler for his response to his previous comments. Wished everyone a Happy New Year.

Diane Allen – 7400 Fishing Creek Valley Road

Asked how residents know what correspondence the Authority has received and outcomes.

Mr. Fowler asked Mr. Stinnett what the procedure was. Mr. Stinnett responded the public can have a copy of the correspondence by submitting a right to know request if the correspondence itself is not provided as a packet. With respect to the Cassel correspondence particularly, there were some misunderstandings with the property owner. He has not participated in any of the meetings to date. Mr. Stinnett spoke with his council and brought him up to speed on the credits and believes it is resolved. Mr. Fowler also noted responses are published in the FAQs on the website. Day to day emails sent to Alexis are not correspondence, correspondence are questions and comments directed at the board.

8. PRESENTATIONS, STAFF & BOARD REPORTS:

- a. **Administration** - None
- b. **Public Works** - None
- c. **Finance** - None

9. TREASURER'S REPORT

- a. **Mid Penn Bank Balance** Mr. Shradley confirmed as of 1/6/2021 the Mid Penn Bank balance is \$416,842.84
- b. **Approval of Invoices** totaling \$13,475.70
 - i. PMAA Annual Fee - \$1,025.00
 - ii. Light-Heigel Engineering Fees - \$144.00 and \$811.20
 - iii. HRG Engineering Fees – 12/10/20: \$1,425.00 current; \$7,384.50 past due
 - iv. HRG Engineering Fees – 12/21/20: \$2,686.00

A motion to approve the invoices as presented was moved by Mr. Shradley, seconded by Ms. Zimmerman. Motion carried.

10. OLD BUSINESS:

a. Amendment to Rates, Rules & Regulations

i. Resolution 2021-05 Amendment of Authority Rates, Rules & Regulations

These were amendments that were compiled from all the changes previously approved. A motion to approve the Amendment to Rates, Rules & Regulations as presented was moved by Mr. Steinmeier, seconded by Mr. Shradley. Motion passed.

11. NEW BUSINESS:

a. Discount on Stormwater Fees Paid in Full and On Time

Mr. Fowler stated a comment was raised during public comment at our last meeting regarding providing a discount for stormwater fees paid in full on time. A resident asked if a 2% discount was possible. Mr. Fowler asked if the board had any feelings regarding this? Ms. Zimmerman believes it's not a lot but will give incentive to pay. Mr. Steinmeier asked if it would create a problem for Keystone. Mr. Fowler didn't believe so, but he will touch base with them. From a financial standpoint, it's not a serious impact for 2021 because of all the credits the residents are getting. The question is do we offer the discount on the gross or net amount? Mr. Steinmeier thinks it should be the gross amount. Mr. Shradley is leaning towards the net because of all the other discounts. Mr. Fowler believes from the budgetary standpoint, we can withstand the discount. He will talk to Keystone. Ms. Zimmerman made a motion to provide a 2% discount on the gross fee, seconded by Mr. Steinmeier. Motion passed.

b. Public Information Meeting in February

This falls under one of our MCMs, thinking of having one the third week in February. Residents would have received their bill by then so this would give us a good opportunity to answer questions for them. Mr. Shradley and Mr. Steinmeier both agree it made sense to have one. Mr. Fowler asked how the third Thursday of February (18th) worked for everyone. Mr. Fowler stated we will tentatively schedule the meeting for then. He will touch base with HRG and his contact at DEP. This meeting will be on Zoom unless restrictions are lifted.

c. Revisions/Clarifications to Stormwater Credits

Mr. Fowler advised there is no action to be taken tonight, this is a placeholder. We had talked about revisions to our agricultural use credit. From public comments, we have received requests from new build property owners that are being required to build substantial stormwater facilities, getting some type of credit to help offset those costs. Mr. Fowler is unsure we offer a credit right now that covers. We can see if any other stormwater Authorities in the area offer a credit to assist with that. Right now, our water quality and peak flow credit is only for if you exceed the township standards not if you meet them.

d. Development of a Stormwater Credit Manual

This is just a topic for discussion, no action being taken. Mr. Fowler would like to come up with a stormwater credit manual rather than have residents look through the rates, rules and

regulations. Ms. Zimmerman loves that idea, it's much easier for everyone. Mr. Fowler said we will work on that.

12. ANY OTHER BUSINESS TO COME BEFORE THE BOARD:

13. PUBLIC COMMENT:

Diane Allen – 7400 Fishing Creek Valley

Likes the Zoom meetings, everyone is comfortable, and the public can hear much better. Mr. Fowler thanked her for comment and said we will continue to use Zoom in some fashion in the future.

Richard Enck – 7112 Hillside Rd.

Had trouble logging into the meeting. Asked if we have received a delinquent list from Keystone. Mr. Fowler responded we were hoping to get that in the next few days. Keystone is giving a mail grace period. Mr. Enck asked what the boards plan was for those that are delinquent? Mr. Fowler responded everyone who was delinquent as of December 2nd received a reminder from Keystone. Once the GIS is updated, you will be able to see a detailed calculation of your bill and it will also indicate if you are delinquent. Anyone who is delinquent will not get any credits. The Authority will be sending a reminder in April to anyone is delinquent. Mr. Enck reminded a postcard is easier to lose than a letter from Keystone.

14. BOARD MEMBER COMMENTS:

- a. Gloria Zimmerman – Happy New Year, thanked Mr. Fowler.
- b. Max Shradley – Happy and safe New Year
- c. Don Steinmeier – Saw on news water quality in Chesapeake is improving but having an issue with the striped bass and wildlife. Paid respects to Dale Zimmerman.
- d. Robert Fowler – expressed condolences to the Zimmerman family.

15. ADJOURNMENT

Mr. Fowler entertained a motion to adjourn. Moved by Ms. Zimmerman, seconded by Mr. Shradley. All in favor say "Aye", Meeting adjourned at 7:24 pm.

****Next Regular Authority Board Meeting on February 3rd, 2021 @ 6:30 pm****