

**WEST HANOVER TOWNSHIP AUTHORITY**  
**MONTHLY MEETING MINUTES**  
**March 3<sup>rd</sup>, 2021 at 6:30 pm**

*22 attendees including board, staff, solicitor and public*

1. **CALL TO ORDER:** Mr. Fowler called the meeting to order at 6:32 pm
2. **ROLL CALL:** All present. Mr. Geppert arrived at meeting at 7:23 pm

**3. APPROVAL OF THE MINUTES:**

- a. Monthly meeting minutes of February 3<sup>rd</sup>, 2021

Ms. Zimmerman made a motion to approve the minutes as presented, seconded by Mr. Steinmeier. Motion passed.

**4. BOARD COMMENT/ANNOUNCEMENTS:**

- a. Rain barrel workshop March 16<sup>th</sup> at 6:30 pm via Zoom

The first 58 who sign up are eligible to receive a free rain barrel, one per household. You can register with Alexis. Pickups at Parks & Rec March 18<sup>th</sup> & 19<sup>th</sup> 8:30 am - 3:30 pm

- b. Special Public Information Meeting on Tuesday March 23<sup>rd</sup> at 7 pm via Zoom

Presenters include PADEP, DCCD, HRG and WHTA with a Q&A afterwards

- c. Chesapeake Bay Foundation Webinar on State of the Bay Report now on Authority website

One-hour presentation, gives you an idea of the current state of the Chesapeake Bay

- d. Videos of EPA/PADEP MS4 Forum is being placed on Authority website

8 hours of presentations from various municipalities and how they deal with MS4, stream restoration projects, funding, grant programs, etc. When you click on the link, you will see an agenda and you can click on the breakout session that you want to view.

- e. Bills have been mailed out by Keystone. A reminder to the public, you have 60 days to file an appeal for the 2021 stormwater fee if you believe it was calculated incorrectly. April 15<sup>th</sup> is the cut off and property owners can no longer appeal the 2021 bill after that date.

**5. PUBLIC COMMENT:**

Richard Enck – 7112 Hillside Road

Mr. Enck asked if he can receive a list of unpaid accounts. He noticed ProLogis was unpaid and they are 1/3 of the amount of the delinquencies. Mr. Fowler responded you can obtain a list of the delinquent rate payers if you file a freedom of information request. If you have mastered the GIS website, if you notice a parcel does not have any credits, that is an indicator of a parcel being unpaid. Mr. Gossert advised ProLogis tried to pay their bill but at the time Keystone was not accepting payments due to generating new bills. ProLogis issue was their bill was sent to the warehouse and not their headquarters but agreed Mr. Enck was correct that it was a large amount that was delinquent. Mr. Fowler asked Alexis to confirm if residents are now able to pay Keystone for their 2020 invoice. She confirmed they can pay, there was a period of a few weeks in January where Keystone was not accepting payments because they were generating the 2021 invoices.

Lloyd Binkley – 7884 Appleby Road

Mr. Binkley asked why he got 2 bills? Mr. Fowler asked how many parcels he has? Mr. Binkley believes he only has one. Ms. Zimmerman asked if they were the same amount and he responded no. Mr. Fowler asked Mr. Binkley to call into the office so Alexis can investigate it. Alexis commented she has received a few calls, where it is 2 parcels and one of them was under 800 sq. ft in 2020 so they did not receive a bill and this year they received one since the square footage was lowered to 400 square feet. Mr. Fowler stated if there is an issue on our side, you can file an appeal. Mr. Binkley asked if he was able to file for credits and Mr. Fowler replied he most likely qualifies for the low impact and non-urbanized credits.

## **6. PRESENTATIONS, STAFF & BOARD REPORTS:**

### **a. Administration**

- i. Alexis activity report for February

### **b. Public Works –**

Mr. Fowler asked Mr. Gossert to provide an update on the Lakeside project. Mr. Gossert responded we are tentatively scheduling a meeting for March 30<sup>th</sup> with the affected residents, this is not a public meeting. We are still waiting schedule responses from 3 residents before confirming that meeting. O&M agreements and easements will need signed and notarized. We are looking to start the project late summer, when its driest. We would like to lease a track hoe which will save us on restoration of resident's properties. Mr. Gossert advised all affected property owners previously signed a letter of intent; we hope they continue to honor that. If one backs out that can affect the project or delay it if the board needs to do an eminent domain.

## **7. TREASURER'S REPORT**

### **a. Monthly financial reports**

Mr. Shradley stated according to the balance sheet we have \$515,490.75 in the accounting system. Mr. Steinmeier asked if we had a statement of on Keystone's collections for the 2021 to date. Alexis responded a report comes monthly. Depending on how early in the month the meeting is, we may not have the previous month's collection report yet. \$41,833.14 was collected in January.

### **b. Mid Penn Bank Balance as of 3/2/21 -\$515,994.14**

### **c. Approval of Invoices Totaling \$9,544.25 (Diana Reed, The Sun, HRG, Light Heigel)**

Mr. Steinmeier made a motion to approve the invoices, seconded by Ms. Zimmerman. Motion passed.

## **8. NEW BUSINESS:**

### **a. Approval of Appeals**

- i. A21-05 – Eric Krell – 7528 Manor Drive – received letter in July 2020 that he would get revised bill. We are refunding his late penalty (\$43.33), need to use appeal process to generate a revised 2021 bill including his Covid and low impact credits.

Mr. Shradley made a motion to approve Mr. Krell's appeal, seconded by Ms. Zimmerman. Motion passed.

- ii. A21-07 – Jeffrey Deibler – 530 S. Clover Lane. 10% peak flow credit approved in 2020 was not included in the 2021 invoice. Appeal will revise his 2021 bill to include the peak flow credit.

Mr. Shradley made a motion to approve Mr. Deibler's appeal, seconded by Ms. Zimmerman. Motion passed.

- iii. A21-13 -Lori Fehr -7214 Linglestown Road – parcels being combined approved at previous meeting, due to name discrepancy with Dauphin County, parcels were not combined. Should have 40% low impact, only got 10%

Mr. Steinmeier made a motion to approve Ms. Fehr's appeal, seconded by Mr. Shradley. Motion passed.

- iv. A21-14 – Donald Weikel – parcels being combined approved at previous meeting for 10% low impact

Mr. Fowler stated no action to be taken, we are going to table this. The parcels being combined has IA on it so that is why they were not combined. We and HRG are asking if Mr. Weikel wants to move forward with the appeal and provide documentation that all the IA is on one parcel. Our rule is you can combine parcels, if the adjacent is vacant. Mr. Fowler entertained a motion to table the appeal. Moved by Mr. Steinmeier, seconded by Ms. Zimmerman. All in favor say "aye", motion passed.

**b. Approval of Credits**

- i. C21-01 Thomas Healy – Recommendation: approval underground detention credit \$52

Mr. Steinmeier made a motion to approve Mr. Healy's credit, seconded by Mr. Shradley. Motion passed.

- ii. C21-02 – Various property owners. Credit initiated by the Authority. Includes parcels with negative balances due in 2021 after all credits were applied. Negative balances greater than \$1.00 to be applied as credits to their 2022 stormwater bills

Mr. Shradley made a motion to approve the various credits under C21-02, seconded by Mr. Steinmeier. Motion passed.

**9. ANY OTHER BUSINESS TO COME BEFORE THE BOARD:**

- a. Authorization to receive proposals for design services for the two remaining pollution control projects mandated in the MS4 permit.

Mr. Fowler stated because of the length of time it takes DEP to get the permit, the two stream restoration projects that are required and need to be done next year, we need to get started on the design. We need to prepare an RFP that we can send out to various firms. Mr. Stinnett stated you can publicly advertise it, but you are not required to take the lowest bidder. Quality service and a trusted provider is paramount. Mr. Fowler asked Mr. Gossert if there is a place the Township can post request for bids. Mr. Gossert responded we can post to Penn Bid or Community Bid. Mr. Fowler responded we will get the RFP prepared and we can use the April meeting to approve the publishing of that. Our intention is to work with HRG under their existing agreement with the Authority Mr. Shradley made a motion to approve preparing an RFP, seconded by Mr. Steinmeier. Motion passed.

**10. PUBLIC COMMENT:**

Richard Enck – 7112 Hillside Road

Mr. Enck asked how many attended the meeting. Alexis confirmed there were 22 total. Mr. Enck also asked if Mr. Geppert was in attendance and if he paid his stormwater bill. Mr. Fowler thanked him for his comments.

John Hetrick -937 Sawmill Road

Mr. Hetrick commented he appreciated the lower bill but there was not detailed breakdown. In talking with other residents, they may be questioning next year why their bill is so high. He recommends another mailing to residents with the information and reminding there will not be a Covid credit on their next invoice. Mr. Fowler agreed and stated we will most likely be sending out another informative post card at the end of the year.

**11. BOARD MEMBER COMMENTS:**

- a. Gloria Zimmerman – Believes the board has been very generous to residents especially with the Covid credit. If they want to know more about stormwater, they need to attend the meetings.
- b. Mike Geppert – Agrees with Mr. Steinmeier on getting the newsletter out the masses. Mr. Gossert responded the newsletter is emailed out to thousands of residents and is mailed to residents that have requested a paper copy.
- c. Max Shradley – Agrees residents should attend the meetings but we also should find a way to get information to residents that don't attend the meetings. Thanked Alexis for her hard work.
- d. Don Steinmeier – Spring newsletter has good articles about stormwater and MS4. Believes we need to try harder to get the newsletter to residents.
- e. Robert Fowler – reminder of upcoming meetings

**12. ADJOURNMENT**

Mr. Shradley made a motion to adjourn the meeting, seconded by Ms. Zimmerman. Motion passed. Meeting adjourned at 7:32 pm.

**\*\*Rain Barrel Workshop with DCCD Tuesday March 16<sup>th</sup> @ 6:30 pm\*\***

**\*\*West Hanover Township Authority Special Informational Meeting Tuesday March 23, 2021 @ 7 pm\*\***

**\*\*West Hanover Township Authority Monthly Meeting April 7<sup>th</sup>, 2021 @ 6:30 pm\*\***