

**EAST HANOVER TOWNSHIP  
MUNICIPAL AUTHORITY  
8848 Jonestown Road, Grantville, PA 17028  
Minutes  
June 13, 2023**

The Regular Meeting for the East Hanover Township Municipal Authority was held on Tuesday, June 13, 2023, at 6:00 p.m., at the East Hanover Township Municipal Building, 8848 Jonestown Road, Grantville, PA. Chairman Rick Hoover called the meeting to order with a roll call of members. Members present: Rick Hoover, Keith Espenshade, Michael Webb and David Craig. Alphonse Lepore was not present. Also in attendance were: Lee Stinnett of Salzmann Hughes, Solicitor; Melissa Tomich Smith of GHD, Engineer; Tina Hastie, representing the Supervisors; Curt Cassel, WWTP Operator; Bryan Ziegler, Public Works Director; Andy Stein, Consultant; Stephanie Harmon, MS4 and Planning Coordinator; Nicholas Yingst, Township Manager; and Lynn Shollenberger, Recording Secretary.

The meeting was audio taped. The tapes are strictly for the use of the Recording Secretary for clarification during preparation of the minutes.

**Public Input:**

None.

**Approval of the Minutes:**

Michael Webb made a motion, seconded by Keith Espenshade to approve the minutes of the May 9, 2023, regular meeting. The motion carried with a 3-0 vote after roll call, as David Craig abstained.

**Secretary's Report and Communications:**

No new communications.

**Treasurer's Report:**

Nicholas Yingst presented the May 1, 2023 – May 31, 2023 Treasurer's Report to the Board.

**Treasurer's Report – May 1, 2023 – May 31, 2023**

Receipts Sewer Fund	\$ 118,778.56
Expenditures Sewer Fund	( 13,411.21)
Total Funds Available	\$ (105,367.35)
Invoices Paid (5/10/23-6/7/23)	\$ 34,949.96
Current Invoices to be paid	\$ 11,445.03
Stormwater Fees Transfer	\$ 51,189.85
Total Checks Written	\$ 97,584.84

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David Craig made a motion, seconded by Michael Webb to ratify the bills paid, approve payment of the bills submitted, approve balance sheet transfers, and accept the Treasurer's Report for June 2023, as presented, subject to audit. The motion unanimously carried with a 4-0 vote.

**Plant Operator's Report:**

Curt Cassel reported from May 5, 2023 to June 8, 2023. All the NPDES permit numbers were met, monthly average flow is 186,000 gallons and 57,000 gallons of sludge hauled out.

Dairy Lane WWTP: General housekeeping and grounds maintenance; scheduled maintenance on SBR's, continued process control testing to monitor for changes; ordered and received alum from Univar.

Collection System: Marked PA One calls and performed scheduled maintenance at P.S.'s; responded to one alarm each at Partridge Hills and Crawford Road P.S.'s; Heim Electric repaired transfer switch at Partridge Hills PS; pulled and removed obstruction in Funck's Exxon grinder pump; Walters Environmental cleaned pit.

**Public Works Director:**

Storm sewer pipe and inlet replacement update – Bryan Ziegler reported on the storm sewer pipe and inlet replacement in the Fairfield development. Public Works is now doing roadwork but will resume this project shortly thereafter.

The meeting was recessed from 6:30 p.m. to 6:31 p.m. to discuss a personnel matter in executive session.

**Engineer's Report - GHD:** Melissa Tomich Smith presented the summary of GHD's activities from May 6, 2023 through June 9, 2023.

Task Order #11 – General Engineering Services –

GHD is assisting in finding the Township support for the Plant Operator.

Howard Butler of GHD indicated that the following items at the WWTP will likely need to be replaced within the next five to ten years and suggested getting budgetary prices from vendors: all blowers, the primary and effluent pumps, the UV system and diffusers. Howard will work with Andy Stein on discussing the risks to the plant.

Task Order #12: Funck's Gas Station Grinder Pump and Force Main Replacement –

Bids opened on June 5. There were three bids. Custer Excavating, Inc. was the low bidder with a lump sum bid price of \$135,000. GHD prepared a bid review letter, and it was submitted to the Township on June 6.

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David Craig made a motion, seconded by Michael Webb, to accept the low bid made by Custer Excavating, Inc., in the amount of \$135,000 for replacement of the Funck's Gas Station grinder pump and force main. The motion unanimously carried with a 4-0 vote.

**Task Order #13: GIS Database Modernization –**

GHD is working on this assignment. Once the database is completed, GHD staff will provide training.

**Task Order #14: Collection System O&M Preparation –**

A draft report is close to being finalized. Training will be scheduled for July. Bryan Ziegler will provide GHD with a list of who should attend the training.

**Solicitor's Report:**

Lee Stinnett reported on the following:

**1-81 Northbound/Southbound sewer lines/PennDOT right-of-way –**

The correct exhibit has been received. This agreement for the rest area project has now been finalized and upon receiving the Township Manager's signature will be submitted to PennDOT for its execution.

**Committee Report:**

**Wastewater treatment system and operations risk assessment –**

Andy Stein had nothing specific to update. Andy expects to have his risk assessment completed by the end of the year.

**Manager's Report:**

Nicholas Yingst reported as follows:

Issued our first sewer lateral repair permit for work performed by Walters on the Texas Eastern/Enbridge property; bid opening on the Funck's grinder pump and force main modification project was moved back to June 5 and several addenda were issued by GHD for the project. Low bid is \$90,000 overbudget. Worked through a thorough QA/QC on the second quarter stormwater bills with the MS4 & Planning Coordinator and the Secretary/Treasurer, which included a focus on proper application of retroactive credits and appeal adjustments pertaining to the prior quarter; discussed and researched the costs and logistics for GHD and/or other entities to provide backup plant operator services on short notice. Derry Township Municipal Authority

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was optimistic about being able to assist, and he is working to setup a meeting regarding this; the street sweeper with mechanical vacuum hose has arrived and the \$271,425 cost was \$3,575 under budget. The Stormwater Fund's share of the total cost (as well as savings) was 17%, or \$47,376. Percent of total 2023 sewer fees collected is 15.83%. Had Grantville Commons paid its first quarter fee, collections through the first quarter would have been 24.1%.

**Stormwater Program Updates –**

The anticipated print date for Quarter 2 bills is June 30. Stephanie Harmon also retrieved information on the status of stormwater appeals and credits, as well as a report showing payments and delinquent figures thus far.

**Unfinished Business:**

None.

**New Business:**

Rick Hoover reminded the Authority of the Executive Session scheduled for the end of the July meeting.

**Adjournment:** Michael Webb made a motion, seconded by Keith Espenshade, to adjourn the meeting. The meeting adjourned at 7:07 p.m.

  
Lynn Shollenberger, Recording Secretary