

**EAST HANOVER TOWNSHIP
MUNICIPAL AUTHORITY
8848 Jonestown Road, Grantville, PA 17028
Minutes
October 11, 2022**

The Regular Meeting for the East Hanover Township Municipal Authority was held on Tuesday, October 11, 2022, 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, Michael Webb, Keith Espensshade and David Craig. Alphonse Lepore was not in attendance. Also in attendance were: Lee Stinnett of Salzmans Hughes, Solicitor; Cindy Zawrotuk, of GHD, Engineer; Curt Cassel, WWTP Operator; Tina Hastie, representing the Supervisors; Bryan Ziegler, Public Works Director; 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:

David Craig made a motion, seconded by Keith Espensshade to approve the minutes of the September 13, 2022, regular meeting. The motion carried with a 4-0 vote.

Secretary's Report and Communications:

David Craig reported he received a flyer for a Region 4 fall meeting sponsored by Carlisle.

Treasurer's Report:

David Craig presented the September 1, 2022 – September 30, 2022 Treasurer's Report to the Board.

Treasurer's Report – September 1, 2022 – September 30, 2022

Receipts Sewer Fund	\$ 24,008.54
Expenditures Sewer Fund	<u>(74,291.35)</u>
Total Funds Available	\$ (50,282.81)
Invoices Paid (09/01/22-09/30/22)	\$ 22,733.67
Balance Sheet Transfers	\$ 23,370.00
Current Invoices to be paid	<u>\$ 0</u>
Total Checks Written	\$ 46,103.67

Michael Webb made a motion, seconded by Keith Espensshade, to ratify the bills paid, approve payment of the bills submitted, approve balance sheet transfers, and accept the Treasurer's Report for September 2022, as presented, subject to audit. The motion unanimously carried with a 4-0 vote.

Plant Operator's Report:

Curt Cassel reported from September 9, 2022 to October 6, 2022. All the NPDES permit numbers were met. Monthly average flow is 178,000 gallons; 57,000 gallons of sludge hauled out.

Dairy Lane WWTP: General housekeeping and grounds maintenance; scheduled maintenance on SBR's, digesters and equipment; continued process control testing to monitor for changes; Public Works replaced #1 Decanter actuator arm extension and open/close trigger rod and block. Had well pump pressure switch replaced to stop contact from constantly engaging and disengaging. New brushes installed on influent auger monster by PSI. Responded to one alarm at the WWTP. Ordered Alum from Univar.

Collection System: Marked PA One calls; performed scheduled maintenance at P.S.'s; responded to alarm at P.S. #2, P.S. #1, P.S. #3 and Funck's P.S.

Michael Webb made a motion, seconded by Keith Espenshade, to accept Scope #1 for repair/replacement of the Muffin Monster. The motion carried with a 4-0 vote.

Public Works Director:

Bryan Ziegler had nothing new to report.

Responsibility for repair inspections – There was a consensus to adjust rates in the Rules and Regulations to define a repair inspection. There was also a consensus that there is a need to develop a repair permit that will be maintained by Public Works.

Engineer's Report - GHD: Cindy Zawrotuk presented the summary of GHD's activities from September 9, 2022 to October 7, 2022.

Task Order #11 – General Engineering Services:

GHD responded to a miscellaneous request from staff.

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

DEP approved the General Permit – 11 on September 29. GHD is finalizing the project manual and drawings. A copy of each will be e-mailed for review.

Developers/New Connections:

Misc. Development:

147 Shirks Road – GHD responded to the property owner's questions as they are getting closer to construction of their house. They need to submit a site plan and shop drawings for approval prior to construction

185 North Crawford Road – GHD sent information to a realtor who called regarding capacity for a new connection and a map which shows the sanitary sewer system. This lot is part of the Tyndale Subdivision that was previously approved and told that there was capacity to serve.

1253 Ridge Road – Steckbeck Engineering requested the location of the closest sanitary sewer to this property. GHD provided the sewer index map and the as-builts and suggested the sanitary sewer extension through Funck's property be considered. GHD also requested the number of proposed connections on this 70-acre lot. If the sanitary sewer is extended, Funck's pump station could be abandoned. If this development connects, the homes along Ridge Road discussed in the Act 537 plan would be easier to serve and the Holiday Inn connection could be revisited.

Langan Warehouse – GHD received the latest development drawings, the sanitary sewer design is approved and GHD sent a letter to the Township on September 14.

9147 Allentown Boulevard – GHD received the second submission of the drawings from the developer. The sanitary sewer design is approved and GHD sent a letter to the Township on September 12.

Tru of Grantville – GHD received an electronic copy of plans on October 5. GHD will review and provide a letter.

Solicitor's Report:

Lee Stinnett reported on the following:

1-81 Northbound/Southbound sewer lines/PennDOT right-of-way - Lee received an e-mail from PennDOT deferring the matter to a different PennDOT attorney.

Funck's grinder pump agreement – A letter was sent to the property owner. No response to date.

Stormwater agreements with Township – There was discussion regarding the structure of the agreement and the involvement of the Municipal Authority. Several members of the MA expressed concern that per the draft agreement, they would not be formally involved in the approval of the stormwater fund budget. Mr. Yingst will revisit this. Mr. Stinnett clarified the MA would be responsible for setting the

stormwater fee per the SAC's recommendations. There was a consensus to table the matter until the next meeting.

Committee Report:

Andy Stein discussed the three-year sewer system cost analysis. The Municipal Authority needs to decide what level of reserve they want and how they want to build it. He recommended the MA revisit this halfway through 2023.

Manager's Report:

Nicholas Yingst reported that he participated in a second meeting with the Township's auditing firm and the Solicitor to continue to develop the accounting structure for stormwater revenues and expenses.

Nick is continuing to work with the Solicitor on developing several draft agreements between the MA and the Township to allow the MA to provide stormwater fee services for the Township.

Worked with the MS4 and Planning Coordinator and the Township Engineer regarding public communication of the stormwater fee.

Coordinated follow-up with Dallas Data regarding its ability to bill for future sanitary sewer fees.

Held several meetings with staff to continue the preparation of the 2023 Sewer Fund and Stormwater Fund budgets.

Finalized and submitted the proposed 2023 budget for the MA.

Reviewed the rates, rules and regulations regarding sewer connection repair inspections by Public Works. Issued a memo to the MA summarizing same.

MS4/Stormwater program updates – Stormwater poster and postcards have been provided to the Grantville post office and additional mailing estimate requested; provided follow up documentation to DEP regarding the Township MS4 inspection; submitted MS4 annual report; finalized mailing list. Selected Allegra as printing company and provided them with postage and mailing list.

Unfinished Business:

Future sewer extension considerations – tabled until the November meeting.

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New Business:

2023 draft budget – There was a consensus to accept all possible decision points for the 2023 sewer fund budget and increase the budget for account 8-429.37 by \$2,000.00. The 2023 stormwater fund budget raised more questions. This budget will continue to be discussed at a future meeting.

There was a reminder that the November meeting is on a Wednesday, November 9.

David Craig reported he will not be at the November meeting.

Adjournment: Michael Webb made a motion, seconded by Keith Espenshade, to adjourn the meeting. The motion unanimously carried with a vote of 4-0. The meeting adjourned at 9:07 p.m.



Lynn Shollenberger, Recording Secretary