

MUNICIPAL AUTHORITY EAST HANOVER TOWNSHIP

Minutes

March 8, 2016

The Regular Meeting for the East Hanover Township Municipal Authority was held on March 8, 2016 and opened by Chairman Rick Hoover at 6:03 pm with the Role Call of Members. Those members present were Rick Hoover, Smittie Brown, Mike Webb, and Rich Gold. Alphonse Lepore was absent. Also in attendance were Lee Stinnett of Salzmans Hughes, Solicitor; Andy Stein of Stein Consulting, Consultant; Howard Butler of GHD, Engineer; Curt Cassel, WWTP Operator; Paul Cornell, Township Manager; and Candy Huyck, Administrative Assistant.

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

Public Input – No input.

Approval of the Minutes – On a motion by Rich Gold and seconded by Smittie Brown the minutes from the February 9, 2016 meeting were approved as amended 4 in favor 0 opposed vote.

Secretary's Report/Communications – None

Treasurer's Report – Smittie Brown reported Expenditures of \$73,602.72 and Receipts of \$12,711.51. On a motion by Mike Webb, seconded by Rich Gold to ratify bills paid, to approve the payment of bills presented and to accept the Treasurer's Report subject to audit – 4 in favor 0 opposed vote. Total Funds available were \$277,692.77.

Committee Report – Andy Stein - Discussion regarding disclosure requirements when selling houses in sewer expansion area.

Discussion regarding the joint public meeting scheduled for March 30th at 6:00 pm.

Engineer's Report – Howard Butler of GHD reported the following:

Task Order #1 – Annual Retainer/Annual Wasteload Management Report – This task covers the meeting attendance and other retainer obligations. We are finalizing the report for the 2015 water year. Regarding the amended sampling required by DEP for last year's report, we summarized the data and provided the required update to the Department for the first offset quarter. Average results for the first quarter are extremely close for values reported for the first 10 months of 2015.

Task Order #2 – NPDES Permit Renewal – DEP has recently issued a letter resolving the trading language to the EPA's satisfaction. Permits that were held up because of the trading language should be issued shortly. No current action from DEP.

Task Order #4 – Manada Oaks Forcemain Siting Study – The Solicitor is coordinating a meeting with the concerned municipalities to determine the correct way to structure a multi-party agreement for conveyance and treatment. Project remains on hold until final destination and connection details are coordinated with receiving municipalities.

Miscellaneous Project Items –

Rockview Dedication - Preserve at Bow Creek action items

- Final collection of existing test data from developer – Complete, drawings received 11/10/15.
- GHD will coordinate with the developer to amend the record drawings for the sewer facilities when they are received by the Township.

Sheetz – Preliminary Meeting

- GHD met with the developer to review the options for the proposed site, including gravity and forcemain conveyance. Reviewed prior discussion regarding shared forcemain with Hotel.
- The existing 537 plan showed the 2B service area extension connecting the Sheetz property, but this alternative was not a chosen item for implementation in 2011. The entire scope of work for that alternative was estimated at \$1,470,000 in 2011.

Solicitor's Report – Lee Stinnett – Discussion on Draft Collection Policy – possibly next month have a draft.

Discussion on Hershey Trust progress.

Plant Operator's Report – Curt Cassel reported that his reports had been sent out and if there were any questions he would answer them.

Unfinished Business:

Act 537 Meeting Date and Presentation Discussion – Discussed under Committee Report.

Report on Grinder Pump Purchase Letter Response – Discussion on setting up individual meetings for interested residents with Paul Cornell, Mike Webb, and Curt Cassel.

Collection Efforts – Status Report from Paul Cornell – Expect to have hard numbers next month.

Electric Costs Study: Update – Currently signed into a variable rate contract. Board would like Paul Cornell to pursue options and have Lee Stinnett look over before any decisions are made.

Budget Guidance Document Discussion – Interest for discussion, formalize, and then set in process by July.

2020 Expansion and Beyond; Joint Meeting with Board of Supervisors – Discussed earlier under Committee Report.

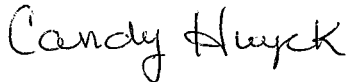
2015 Audit, Maher Duessel; Underway – Paul Cornell to remind Maher Duessel about requirement for the Authority to receive draft report by their May meeting.

New Business: None

Adjournment:

The meeting was adjourned at 7:30 pm on a motion by Mike Webb and seconded by Rich Gold and a vote of 5-0.

Respectfully submitted,

A handwritten signature in cursive script that reads "Candy Huyck".

Candy Huyck, Administrative Assistant