

**MUNICIPAL AUTHORITY
EAST HANOVER TOWNSHIP
Minutes
December 13, 2016**

The Regular Meeting for the East Hanover Township Municipal Authority was held on December 13, 2016, at 5:59 p.m., at the East Hanover Township Municipal Building, 8848 Jonestown Road, Grantville, PA 17028. Chairman Rick Hoover called the meeting to order with a roll call of members. Members present: Rick Hoover, Smittie Brown, Mike Webb, Rich Gold and Alphonse Lepore. Also in attendance were: Lee Stinnett, of Salzmänn Hughes, Solicitor; Howard Butler and Kevin Shannon, of GHD, Engineer; Curt Cassel, WWTP Operator; Paul Cornell, Township Manager; and Frances Peck, 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: No input.

Approval of the Minutes: Alphonse Lepore made a motion, seconded by Smittie Brown, to approve the minutes of the December 13, 2016, regular meeting minutes as presented. The motion unanimously carried with a 5-0 vote.

Secretary's Report and Communications: No report, or communications at this time.

Treasurer's Report: Smittie Brown reported Expenditures of \$39,787.23, and Receipts of \$22,306.66. Total Funds available were \$303,575.48.

Committee Report: No report.

Engineer's Report : Howard Butler, PE, for GHD reported the following: Three letters had been sent for Rate Schedules for 2017, from GHD and Salzmänn Hughes, PC. Chairman Rick Hoover said these letters will be accepted in January at the reorganization. meeting.

Howard Butler stated that a request had been made for the spreadsheet that includes the data for the additional sampling report that was submitted. Discussed was the Data Chart for the 2020 Project, that was included in the packets. Chairman Rick Hoover asked Howard Butler to work toward getting budget projections, so when Paul Cornell starts his budgeting mid-year for 2018, it would indicate what the general engineer costs are for 2018, and 2019. Andy Stein reminded the Board to remember at this point the Authority might want to consider a short term line of credit to fund the Engineer. Andy Stein stated that the up front engineering fees and other professional fees are

about the best dollars that you can spend by doing the planning ahead.

Solicitor's Report : Lee Stinnett had no report.

Manager's Report: Paul Cornell reported on the e-mail, to M. S. Plouse, regarding East Hanover Township's desire to discuss the possibility of tying into the South Hanover Township sewer system and conveyance to Derry Township. No response has yet been received. Chairman Rick Hoover asked Lee Stinnett, from the Municipal Authority perspective, what would be needed from South Hanover Township? Lee Stinnett stated it would be an Inter Municipal Conveyance Agreement. An IMA requires an Ordinance. Lee Stinnett will prepare a draft of the IMA in a month. Chairman Hoover stated Lee Stinnett should be in touch with the South Hanover Solicitor, and Paul Cornell with Mr. Plouse to convey to both, about the same time, the IMA, so that it gets to the right entities, whether it be the solicitor, or the people involved in the boards. That would give us a time-frame. When it is conveyed, we would need a sense of their response time. There will be two agreements for Lee Stinnett to prepare, one for South Hanover Township and the other for Derry Township.

Plant Operator's Report: Curt Cassel presented his report that has been sent out, if anyone has any questions. The GIS data was discussed and Smittie Brown discussed the sign-off on Bow Creek. Lee Stinnett said the Township is still holding a 10-percent contingency for the project.

Unfinished Business: Paul Cornell handed out the revised draft of the 2017 budget for the Board's review. It was the consensus of the Board to use the 2016 Budget for EDUs listed as of 12/12/2016, for 1264 EDUs. This would be show 34 duplicated billings, 180 Township, 1050 Net EDUs, cost per EDU, \$720.00, with an actual total of \$756,000.00. After review and modification of the 2017 Budget. Alphonse Lepore made a motion, seconded by Mike Webb to adopt the 2017 Municipal Authority Budget, as presented by Paul Cornell. The motion unanimously carried with a 5-0 vote.

New Business:

Resolution No. 2016-1: Alphonse Lepore made a motion, seconded by Smittie Brown, to adopt the Draft Resolution No. 2016-1, a resolution regarding tapping fee and sanitary sewerage system rates with respect to certain sewerage rentals and charges. The motion unanimously carried with a 5-0 vote.

The consideration of a rate increase by Salzmann Hughes, P.C. for 2017: It was the consensus of the Board to request that Salzmann Hughes, P.C. to come up with a multi-year flat fee proposal for the 2020 Sewer Extension for the Budget.

GHD Engineers presented a letter for the 2017 Fee Schedule, and a Andy Stein requested an update about the contingency plans with licensed staff, or a company

they work with regarding emergency backup. Howard Butler said it was still people on staff, and he would check to see if that was still on the work chart.

Mike Webb discussed the sending out a letter on the grinder pumps and unacceptable disposable items. Paul Cornell said a general letter will be sent out regarding this issue.

Adjournment: Mike Webb made a motion, seconded by Alphonse Lepore, to adjourn the meeting. The motion unanimously carried with a 5-0 vote. The meeting adjourned at 7:33 p.m.



Frances Peck, Recording Secretary