

**MUNICIPAL AUTHORITY  
EAST HANOVER TOWNSHIP  
Minutes  
May 10, 2016**

The Regular Meeting for the East Hanover Township Municipal Authority was held on May 10, 2016, at 6:00 p.m., at the East Hanover Township Municipal Building, 8848 Jonestown Road, Grantville, PA 17028. Vice-Chairman Rick Gold called the meeting to order with a roll call of members. Members present: Smittie Brown, Mike Webb, and Alphonse Lepore, Rick Hoover was absent. Also in attendance were: Lee Stinnett, of Salzmann Hughes, Solicitor; Andy Stein of Stein Consulting, Consultant, Howard Butler of GHD, Engineer; Curt Cassel, WWTP Operator; Paul Cornell, Township Manager; Lisa Ritter, Maher Duessel, Auditor, 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 Mike Webb to approve the minutes of the April 12, 2016, regular meeting minutes as presented. The motion carried unanimously with a 4-0 vote.

Alphonse Lepore made a motion, seconded by Smittie Brown, to approve the minutes of the March 30, 2016, Joint Board of Supervisors and Municipal Authority Meeting, as presented. The motion carried with Mike Webb abstaining, due to his absence at the meeting, with a 3-0 vote.

**Secretary's Report:** Nothing to report.

**Communications:** Nothing to report.

**Treasurer's Report:** Smittie Brown reported Expenditures of \$41,043.21 and Receipts of \$163,085.34. Alphonse Lepore made a motion, seconded by Mike Webb, to ratify bills paid, to approve the payment of bills presented and to accept the Treasurer's Report subject to audit. Motion unanimously carried with a 4-0 vote. Total Funds Available were: \$366,834.00.

**Committee Report:** Andy Stein had no report.

**Engineer's Report - GHD:** 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. The final Chapter 94

report was submitted at the end of March. The annual organic loading is 0.30 lbs/EDU, with a total of 1,085 EDUs connected. The projected maximum monthly organic load is estimated at 409 lbs BOD/day, out of a 458.7 lb design loading. The projected three month maximum hydraulic loading is estimated at 0.199 MGD, out of a 0.40 MGD design. No current invoice.

**Task Order #2 - NPDES Permit Renewal:** Draft permit was received by GHD on May 2. Attached was the review. Items of significant concern are the sampling frequency, the UV intensity monitoring requirement, and the composite sampling requirement. No current invoice. Total amount invoiced is \$3,855.86. Budgeted amount is \$5,500.

**Task Order #4 - Manada Oaks Forcemain Sitting Study:** The solicitor is coordinating a meeting with the concerned municipalities to determine the current 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. No current invoice. Total amount invoiced to date is \$6,578.00, and the budgeted amount is \$10,000. No change from last month's report.

**Miscellaneous Project Items:**

**Rockview Dedication - Preserve at Box Creek action items.**

- Record drawings were received May 4. GHD has schedule a site walkthrough for May 12 to confirm actual layout versus drawing revisions.

**Sheetz - Capacity Request:**

- Capacity request sent on 3/29/16 indicates a request for a 3,000 gpd service, which was less than discussed originally.
- 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.
- Requested information for the alternative discharge (gravity versus FM) should be in the Preserve record drawings.
- Preliminary approval for capacity in both options was granted on a hydraulic basis. GHD is working to request an organic capacity inline with the Authority's definition.

**Solicitor's Report : Lee Stinnett:** No report.

**Plant Operator's Report:** Curt Russell discussed his reports, which have been sent out, if there are any questions.

**Unfinished Business:**

Report on Grinder Pump Purchase letter response: Township Manager Paul Cornell

discussed the meeting with a resident and scheduled meetings for all that are interested in going forward in taking advantage of the Grinder Pump offer. Information had been received from Solicitor Stinnett and a draft has been prepared. The Board will be kept informed and necessary paperwork will need signatures for processing.

Collection Efforts, request to file legal action: Township Manager Paul Cornell discussed the collection efforts of four individuals that legal action will be pursued. Paperwork has been provided to the Board. Authorization will be needed from the Board to pursue the collection of \$5,362.28 and would like the option to go to the District Justice to file and proceed to go to court. Mike Webb made a motion, seconded by Alphonse Lepore to allow Township Manager Paul Cornell to continue with this collection process. Motion unanimously carried with a 4-0 vote.

#### **New Business:**

Review of 2015 Audit, Maher Duessel: Lisa Ritter, a partner with Maher Duessel, presented the draft of the 2015 Audit Review by Maher Duessel, Auditors. Also discussed a management letter of suggestions for improvement internally.

Curt Cassel mentioned to the Board that Township Manager Paul Cornell is working toward looking at different financial statements and if there are certain items that the Board would like to see, i.e., dashboard or any type of financial statement, it will be made more in line with government.

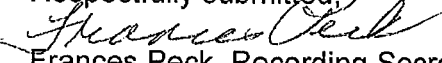
Mike Webb asked to defer the Q & A amendment new items, until the next meeting as more comments have been received and it will need to be updated. The Board members will receive a copy of the update. This item will be placed on next month's agenda.

Lateral inspections were discussed. Township Manager Paul Cornell asked for the language they would like to be written up regarding the inspection notifications.

Township Manager Paul Cornell discussed range finding on the distance from the road to the homes. One thing needed, are the possible depths of the street of the system and what the prices were for the installation so there will be some coordination with the depth.

**Adjournment:** Mike Webb made a motion, seconded by Alphonse Lepore to adjourn the meeting. The motion unanimously carried with a 4-0 vote. The meeting adjourned at 7:07 p.m.

Respectfully submitted,

  
Frances Peck, Recording Secretary