

**EAST HANOVER TOWNSHIP
MUNICIPAL AUTHORITY
DAUPHIN COUNTY
8848 JONESTOWN RD., GRANTVILLE, PA 17028
717-469-9322 717-469-9323 (Fax)**

**Rick Hoover, Chairman, Rich Gold, Vice-Chairman,
David Craig, Mike Webb, and Alphonse Lepore**

**Tuesday December 8th, 2020
6:00 PM**

The meeting is being audio taped. The tapes are strictly for the use of the Recording Secretary for clarification during preparation of the minutes. Please note the Public Comment Guidelines of Decorum require all individuals wishing to make public comment need to do so by providing your full name and address for the record.

- I. Roll Call of Members
- II. Public Input
- III. Approval of the Minutes – November 10th, 2020 - Regular Meeting
- IV. Secretary's Report and Communication; Mike Webb
- V. Treasurer's Report; Alphonse Lepore

November Treasurer's Report	
Receipts Sewer Fund	\$ 166,155.01
Expenditures Sewer Fund	<u>\$ (40,659.66)</u>
Total Funds Available	\$ 125,495.35

Transferred \$26,666.66 to 2020 Project
Transferred \$50,000.00 to Capital Fund

Invoices Paid (11/11/20-12/4/20)	\$ 126,966.13
Current Invoices to be paid	<u>\$ 5,360.00</u>
Total Invoices for Approval	\$ 132,326.13

"Motion to ratify the bills paid, approve payment of the bills submitted, and accept the treasurer's report subject to audit"

- VI. Plant Operator's Report – Curt Cassel
- VII. Committee Report – Andy Stein
- VIII. Engineer's Report – GHD, Melissa Smith
 - a. Status of Holiday Inn Hotel connection request
- IX. Solicitor's Report – Lee Stinnett
 - a. Agreement with State for Rest Stops
- X. Manager's Report – Paul Cornell
 - a. Discussion of 2021 Budget
 - b. Final Report on Collections
- XI. Unfinished Business
- XII. New Business
 - a. Various item to discuss
- XIII. Adjournment

FUTURE EVENTS

Monday	December 15th	Board of Supervisors	7pm
	December 21st	Zoning Hearing Board	7pm
	December 22nd	Planning Commission	7pm
	January 4th	Board of Supervisors	7pm
	January 11th	Park & Rec Meeting	7pm
	January 12th	Municipal Authority	6pm
	January 19th	Board of Supervisors	7pm
	January 26th	Planning Commission	7pm

**MUNICIPAL AUTHORITY
EAST HANOVER TOWNSHIP
8848 Grantville Road
Grantville, PA 17028**

Minutes

December 8, 2020

The Regular Meeting for the East Hanover Township Municipal Authority was held as a Zoom Meeting, on Tuesday, December 8, 2020, at 6:00 p.m. Chairman Rick Hoover called the meeting to order with a roll call of members. Members present: Rick Hoover, Mike Webb, Alphonse Lepore, Rich Gold and Dave Craig. Also, in attendance were: Lee Stinnett, of Salzmans Hughes, Solicitor; Melissa Tomich Smith, of GHD, Township Engineer; Andy Stein, Consultant, Stein Consulting; Curt Cassel, WWTP Operator; Paul Cornell, Township Manager; Jackie Wilbern, Assistant Township Manager, Bryan Ziegler, Public Works, and Frances Peck, Recording Secretary.

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Public Input: Tina Hastings had a question regarding the 2020 Project and a property over along North Crawford Road, Jonestown Road, and North Meadow Road. She was wondering if that would be property that would be involved in the 2020 Sewer Project in the area? Tina stated she doesn't believe there is public water in that area. Chairman Hoover didn't know the area she was talking about, and asked if she could send an e-mail to the Township, or to Chairman Hoover, so he can send her a 2020 Project Overview document, that had been prepared earlier, showing the footprint. It should be able to address her questions.

Tim Arntz was present representing Light-Heigel and Associates, representing the FJFG Sewer Rehabilitation Plan.

Approval of the Minutes: Alphonse Lepore made a motion, seconded by Rich Gold, to approve the updated minutes of the December 8, 2020, regular meeting as presented. The motion carried with a roll call vote with a 4-0 vote with Dave Craig abstaining due to his absence at the meeting.

Secretary's Report and Communications: Mike Webb had nothing to report at this time.

Treasurer's Report: Alphonse Lepore presented the Treasurer's Report for November 2020. Dave Craig made a motion, seconded by Rich Gold, to ratify the bills paid, approve payments of the bills presented, and to accept the Treasurer's Report for

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November 2020, as presented, subject to audit. The motion unanimously carried with a 5-0 vote.

November 2020 Treasurer's Report

Receipts Sewer Fund	\$ 166,155.01
Expenditures Sewer Fund	\$ <u>(40,659.66)</u>
Total Funds Available	\$ 125,495.35

Transferred \$29,666.66 to 2020 Project
Transferred \$50,000.00 to Capital Fund

Invoices Paid (11/11/20-12/4/20	\$125,966.13
Current invoices to be paid	\$ <u>5,360.00</u>
Total Invoices for Approval	\$132,326.13
Total	

Plant Operator's Report: Curt Cassel presented the O & M Report to the Board. Alphonse Lepore asked if the replacement of the UV Bulbs has been satisfactory? Curt reported, yes. Chairman Hoover discussed the DEP Inspection Report, and Curt stated there was no physical inspection. After discussion of the report Chairman Hoover asked Lee Stinnett if he was advocating to include that material in the summary sheet? Lee Stinnett suggested not making any change at this time. It was the consensus of the Board to agree with the recommendation of not making any change at this time.

Chairman Hoover discussed the pumping station by Funcks stating that the drawings suggest the pumping station is physically higher than the manhole that it is close to. This issue goes to the Holiday Inn and their connection.

Committee Report: Andy Stein had nothing to report at this time. He apologized that he did not have time to look into the MS-4 as requested at the last meeting.

Engineer's Report - GHD: Melissa Tomich Smith presented her report with the following summary of GHD's activities since November 10, 2020.

Task Order #10 - Sludge Hauling Contract:

The Notice of Award Letter was sent to Walters Environmental Services, Inc., on December 3, 2020. Walters indicated that they would be returning the signed agreement soon.

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Task Order #11 - General Engineering Services:

GHD was asked to investigate pricing for a grinder ahead of a grinder pump station. The information was provided to the Township Manager on December 3. Chairman Hoover discussed the Funck Station 191A and asked Melissa to check into this for the Board, and stated he will have a cleaned up map to distribute to the Board.

Developers:

Holiday Inn: Actual water consumption was provided by the hotel and GHD discussed the flows with the hotel representative and suggested a meeting. Melissa will keep the Board updated when they have the meeting. After discussion regarding the Holiday Inn, Lee Stinnett suggested the possibility of amending the regulations for more flexibility to use estimated water consumption data in situations like this. There are other options for flexibility if this is something to evaluate a little more thoroughly.

FJFG LLC (Fabio's Property): GHD received the first set of construction drawings and a project narrative, and provided review comments on November 30, 2020. A second set of construction drawings and a revised project narrative were provided to GHD on December 2, 2020. The following items need Board guidance.

- The developer's engineer is asking for a waiver on the tapping fee for the restaurant since they are not permitted to utilize the full capacity due to COVID restrictions.

Tim Arntz represented the property and discussed with the Board the possibility of deferring the tapping fee until the restriction of the COVID is removed, to then go back to the original tapping fee. This would be a deferral, not a waiver.

- The developer's engineer is requesting a waiver on the 4-foot depth requirement.

After discussion, Chairman Hoover asked Lee Stinnett to make a note that the next time the Rates, Rules and Regulations are updated, to clean up the language in Section 3.03 to minimize this ambiguity in the future. It was the consensus of the Board take into consideration of the recommendations of the Township Engineer, and to be consistent on what the requirements are.

- The developer is suggesting the existing septic tank be reused as the grease interceptor.

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Mr. Arntz stated that this request comes down to a financial point of view. Basically their proposition is to open the tank, pump it down, and inspect it, and welcomed the Authority being present for that. If it could be feasibly retrofitted to defer the grease interceptor, they would like to go that route, but if not, obviously they would then be required to put in a grease interceptor. After discussion on this request, Chairman Hoover asked if the Board could have more time to look into this request? Paul Cornell and Jackie Wilbern were asked by the Board of Supervisors to address the connection in a timely fashion. As the Municipal Authority Board searches for these questions, will the Board of Supervisors allow the Municipal Authority Board to research this and lay out a path forward? Jackie Wilbern asked Lee Stinnett if the Township was waiting for Sheetz to be able to turn something over on this? Lee Stinnett said Sheetz is working on the bonding for dedicating the lines and expect this to happen at the Municipal Authority's next meeting.

On the three bullet points from the Township Engineer the Board has the following recommendations.

- On the waiver on the tapping fee for the restaurant since they are not permitted to utilize the full capacity due to COVID restrictions, it was the consensus of the Board to be in favor of the deferment.
- On the request for the waiver on the 4-foot depth requirement, it was the consensus of the Board on their reluctance to grant the request of the 4-foot depth requirement.
- On the request for the existing septic tank be reused as the grease interceptor, it was the consensus of the Board on their reluctance for the reuse of the septic tank as the grease interceptor. Mr. Webb stated this was premature because the septic tank has not been inspected, and the Township Engineer has not researched this to determine whether this is feasible. Paul Cornell stated that if it is able to function as a grease interceptor, and it is agreed to, the issue is frequency of pumping, so that it keeps the grease out of the system. That is a concern he and Curt Cassel would have. The size of the tank was discussed and Lee Stinnett stated that the minimum size is 1500 gallons, the owner is responsible for maintenance, and the proper removal and disposable of all material, and they have to maintain records of that, which are always subject to the Authority's review, which could involve a request that they be provided at regular intervals. Melissa reported she will do more research on FJFG LLC. Chairman Hoover stated this will be on the agenda for the next regular meeting.

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Manada Oaks Sewer Extension

GHD was asked to update the construction costs provided in March 2019. Construction costs were updated using the ENR Index.

Cost A/Cost B = ENR Index A/ENR Index B

GHD Construction Cost Estimate: The GHD cost estimate was provided to the Board.

Solicitor's Report :

- Agreement with State for Rest Stops: Lee Stinnett discussed the Agreement that was sent relative to PennDOT for the rest stops. He has had interaction with them, and they asked what the issue was with the Authority? Lee stated it was not the Township you need to discuss this with, but the Municipal Authority, and there needs to be a discussion about ownership of the lines. Lee stated he has not yet heard back on this, but has requested they have a call Thursday, or Friday of this week to discuss the ownership of the line.
- Dedication of Sheetz, Amount of Maintenance Security: Lee Stinnett stated he has had conversations with counsel for Sheetz on the dedication. The only outstanding issue is the amount of maintenance security. After discussion it was the consensus for Lee to proceed.

Manager's Report:

- Discussion of 2021 Budget: Paul Cornell presented the 2021 Budget for the Board. Rich Gold made a motion to approve the 2021 Municipal Authority Budget as presented. Alphonse Lepore seconded the motion and the motion carried, with a 5-0 vote. Paul Cornell thanked Sharon Umberger for all her help on the budget.
- Final Report on Collections: Paul Cornell reported that all collections all were cleared and closed out from diversified. Now it is up to Keystone.

Unfinished Business:

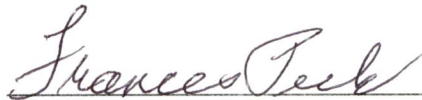
- Dave Craig asked about the status of the manhole next to Route 81 that the Township was doing the engineering and work on? Paul Cornell and Bryan Ziegler brought him up to date for the work on the manhole.
- Tapping Fees with Keystone: Mike Webb discussed this issue as Keystone does not like changes made on a quarterly basis. He doesn't see that this is something they would even want to discuss.

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New Business:

- Various items to discuss: Chairman Hoover stated he will get the maps cleaned up and provide them to the Board members at the next regular meeting.

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 7:37 p.m.

A handwritten signature in cursive script, reading "Frances Peck", written in dark ink.

Frances Peck, Recording Secretary