

**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 April 13<sup>th</sup>, 2021  
6:00 PM**

The meeting is being video, and audio taped. Please note the Public Comment Guidelines of Decorum require all individuals wishing to make public comment need to do so by Emailing to [assttwpmgr@ehtdcpa.org](mailto:assttwpmgr@ehtdcpa.org) or you may raise your hand in the Zoom program option. Under regulations you will need to provide your full name and address for the record.

- I. Roll Call of Members
- II. Public Input
- III. Approval of the Minutes – March 9<sup>th</sup>, 2021 - Regular Meeting
- IV. Secretary's Report and Communication; Mike Webb
- V. Treasurer's Report; Alphonse Lepore

March Treasurer's Report	
Receipts Sewer Fund	\$ 50,589.01
Expenditures Sewer Fund	<u>(29,132.88)</u>
Total Funds Available	\$ 21,456.13

Invoices Paid (031021-040921)	\$27,925.99
Current Invoices to be paid	<u>51,595.11</u>
Total	\$ 79,521.10

*"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
- IX. Solicitor's Report – Lee Stinnett
- X. Manager's Report – Paul Cornell
- XI. Public Works Director-Bryan Ziegler
- XII. Unfinished Business
  - a. Escrow reduction for Sheetz-status update
- XIII. New Business
  - a. 2020 Audit of the Municipal Authority
- XIV. Adjournment

#### **FUTURE EVENTS**

<b>April 20<sup>th</sup></b>	<b>Board of Supervisors</b>	<b>7pm</b>
<b>April 27<sup>th</sup></b>	<b>Planning Commission</b>	<b>7pm</b>
<b>May 3<sup>rd</sup></b>	<b>Park and Recreation</b>	<b>7pm</b>
<b>May 4<sup>th</sup></b>	<b>Board of Supervisors</b>	<b>7pm</b>
<b>May 11<sup>th</sup></b>	<b>Municipal Authority</b>	<b>6pm</b>

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

**Minutes**

**April 13, 2021**

The Regular Meeting for the East Hanover Township Municipal Authority was held on Tuesday, April 13, 2021, at 6:00 p.m., by a Virtual Zoom Meeting. 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, Engineer; Andy Stein, Consultant, Stein Consulting; Curt Cassel, WWTP Operator; Paul Cornell, Township Manager; Jackie Wilbern, Assistant 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:** Tina Hastie was in attendance, but had no input at this time, but would be interested in any information on the warehouse in the Township.

**Approval of the Minutes:** Mike Webb made a motion, seconded by Alphonse Lepore, to approve the minutes of the March 9, 2021, regular meeting as presented. The motion carried unanimously, by a roll call vote, by 5-0.

**Secretary's Report and Communications:** Mike Webb had no report at this time.

**Treasurer's Report:** Alphonse Lepore presented the March Treasurer's Report to the Board. Discussion was held regarding the two payments that Chesapeake Estates had made for two quarters that are not shown on the report, nor shown on the report from Keystone. The payments have been made. Mike Webb asked about Item 486.2, on insurance, and asked how is the Township not budgeting for this, as it is over \$2,000 for the quarter? Paul Cornell will take a closer look at that and will respond by email to the Board, and report at the next meeting.

Rich Gold made a motion, seconded by Dave Craig, to ratify the bills paid, approve payments of the bills presented, and to accept the Treasurer's Report for March 2021, as presented, subject to audit. The motion unanimously carried with a roll call vote of 5-0.

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March 2021 Treasurer's Report	
Receipts Sewer Fund	\$ 50,589.01
Expenditures Sewer Fund	<u>\$(29,132.88)</u>
Total Funds Available	\$ 21,456.13
 Invoices Paid (3/10/21 - 4/9/21)	\$ 27,925.99
Current invoices to be paid	<u>\$ 51,595.11</u>
 Total	\$ 79,521.10

**Plant Operator's Report:** Curt Cassel presented the Operations and Maintenance Report for March 5 to April 9, 2021.

**Committee Report:** Andy Stein had no report at this time.

**Engineer's Report - GHD:** Melissa Smith presented her summary of GHD's activities from March 5 through April 6, 2021.

**Task Order #1 - Annual Retainer/Annual Wasteload Management Report**

GHD prepared the Annual Wasteload Management Report and submitted it electronically to DEP on March 16, 2021.

**Task Order #11 - Misc. Engineering**

GHD discussed the grinder pump and Funks and a possible gravity sewer extension with Township Staff.

**Developers:**

**Misc. Development:** GHD replied to developer's questions regarding a property along Bow Creek Road and Laudermilch Road.

**FJFG LLC (Fabio's Property):** GHD approved the drawings on January 25, 2021. GHD received shop drawings on April 4 and will have them reviewed and returned shortly.

**Langan Warehouse:** GHD has reviewed the drawings and the planting module were submitted on February 2. GHD had not received any follow up from the developers engineer until the drawings were received today at 5:00 p.m.



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**Manada Oaks Sewer Extension:** The April ENR Index was not available as of April 6, 2021. The updated cost estimate will be provided next month.

Dave Craig asked about the Route 81 manhole. Melissa stated it was given to HRG to incorporate it into another contract.

**Solicitor's Report :** Lee Stinnett stated the Board had discussed Chesapeake Estates and what the options were for an agreement going forward. One of the issues is we still don't know where they actually plan to connect, and how it will be done. This limits what can be anticipated in terms of negotiations. Lee has a standard agreement, and discussed some of the items that might be expected to be negotiated, specifically with Chesapeake Estates when and if they come forward with a Land Development Plan for the extension. Lee discussed the items on when they submit a plan, on what they intend to dedicate. Some of the questions would be, how do we deal with the existing collection system and what are the options going forward? Another question is if they would improve their existing collection system, is that something the Authority wants to accept? Possibly GHD could determine if there was any possibility that the existing system can be remediated? Paul Cornell discussed the fixed amount for a live connection, whether it is hooked up, or not and it should be considered and looked at for the fixed amount. Chairman Hoover asked Paul Cornell when the plan will be presented? Paul stated, no, but they have sent a sketch plan. Chairman Hoover asked Curt Cassel if something in the next month, or six weeks if he could get the flow meters over into the Chesapeake Estate Park at their primary connection, and something down stream of that to gauge the impact the alternate connection locations? Curt Cassel stated he would do that. Lee Stinnett asked if Melissa Smith could take a look at this to see if there are topographic reasons they can't connect elsewhere. Melissa stated she was looking through the PDF that she has of the system, and all of the sewers, but she doesn't have anything on the park up there. Are there drawings of that she can look at? Curt Cassel said they have no maps of the internal park, itself, just the manhole that the line was stubbed and they hooked up to. Melissa said what can be done with some of the mapping is to see if she can get some grading and things for that area to see where they might be tying in.

Tina Hastie wondered if there was anything through the Land Development Plan, itself, that can be done with the well water over there, because they've already run out of water, is that something of concern that the Township has any input into, if what they have right now isn't sufficient? Jackie Wilbern, once they submit a Land Development Plan it will have to show compliance with the Township's SALDO in regard to that. No actual plan has been submitted. An email had been received last week just showing where they were at, at this point.



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**Manager's Report:** Township Manager Paul Cornell reported that the Board will be provided with the reports from Keystone, from what they call "P" Track, which tracks the payments to the Township and the daily reconciliations.

Paul Cornell also discussed the possibility of one more year with Boyer and Ritter. After that year to possibly seek an extension of one year, no more, with Boyer and Ritter, and it would mean sometime around this time next year to begin the process of actually looking for a new CPA to audit the books for 2022. Andy Stein said you can deal with that by having the audit partners change, or the responsibility authority, but either way it's something you want addressed and put into the record that you are considering changing audit firms, or review how long that audit partner had been in charge. On a cost prospective it is probably the best deal you can get. Dave Craig asked if this would have to be advertised? Paul Cornell stated it would have to be advertised next year, but because it's a consultant, you would have the right to basically extend for one more year. If the Board chose to do so, it would be his recommendation to allow him to go back to them and state the Board would like to add one more year.

**Public Works Director:** Bryan Ziegler gave an update on the stream stabilization that HRG had pulled a permit for the manhole right outside of the tunnel at Route 81. The work has been completed and is looking good. Chairman Hoover stated he saw the photographs of the completed project and it looked very good, and thanked Bryan and his entire crew for their effort. Paul Cornell, also thanked Bryan and stated it really looked good and he was able to do it from the other side of the creek.

Chairman Hoover asked Bryan Ziegler, with the sewer lines he has been clearing, did he know what part of the sewer lines he is anticipating addressing during 2021? Bryan stated last year they were able to clear them and mow them, and he was going to go back every other year and mow them, and had no intention of going over them this year.

**Unfinished Business:**

- Escrow Reduction for Sheetz status update: Lee Stinnett had nothing to add at this time. Paul Cornell clarified that he was asked to keep this on the agenda till it actually comes to fruition.
- Draft Act 537: Chairman Hoover stated Max Stoner, is in attendance, the author of the draft Act 537. Max Stoner discussed the report, from Glace Associates, Inc. He reported this is a skeleton draft report of where they are heading with the report and gave an update to the Board. Lee Stinnett stated the way the document is structured is fine, but the submission document will be from the Board of Supervisors. Max Stoner's findings to date might be helpful, not only for the

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Authority, but to provide to the Supervisors so they will understand where the Board is heading and what they are finding. Chairman Hoover asked about forwarding to the Supervisors the draft report that has been received now? Lee Stinnett stated it should be left up to Max Stoner's discretion, since it is his work product. Max Stoner stated this draft is short enough for an executive summary, and can send it out to Paul Cornell and Chairman Hoover. Paul Cornell will provide a copy of the written section to the Board. The charts and maps are not really necessary, but the rest is a good outline of where the Authority is going, and if there are questions, he and Smittie Brown can bring them back to the Authority at the next meeting. After discussion, Chairman Hoover asked Max Stoner as they go into the 537 Plan, to establish a baseline, keep an eye on the contingency value that was used in 2010, when those were developed, make a recommendation to upscale them as a hedge against the current market.

**New Business:**

- 2020 Audit of the Municipal Authority:  
Matt Wildasin, with Boyer and Ritter presented the Annual Independent Auditor's Report to the Board and discussed their findings. Alphonse Lepore asked if there was anything the Municipal Authority could do to make things easier? Mr. Wildasin stated he is very happy with the job that they are doing in providing unrestricted access, and reducing any kind of journal entries and moving accounts around during the year and nothing came to mind at this time. Paul Cornell and the Mike Webb thanked Sharon Umberger, the Secretary/Treasurer for all of her work during the audit, and recognized Boyd and Ritter for all their help in any questions the Township has.

Mike Webb made a motion, seconded by Alphonse Lepore made a motion to accept the Audit Report for 2020, provided Boyer and Ritter, for filing with DCED. The motion unanimously approved, by a roll call vote of 5-0.

Dave Craig asked the Board if Secretary/Treasurer Sharon Umberger should be sent a thank you letter, for her outstanding record keeping and relationship with the Township Auditors to be placed into her personnel file? Paul Cornell stated it would be entirely appropriate, if the Board would have a mind to do that. Chairman Hoover asked Smittie Brown to convey this information to the Board of Supervisors. Smittee Brown stated he would forward the information and he also has worked with Sharon, and she does an outstanding job.

Dave Craig made a motion, seconded by Alphonse Lepore to authorize Paul Cornell to commend Sharon Umberger's work, to the Board of Supervisors, in a written letter. The motion unanimously carried with a roll call 5-0 vote.



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**Adjournment:** Alphonse Lepore made a motion, seconded by Mike Webb to adjourn the meeting. The motion unanimously carried with a roll call vote of 5-0. The meeting adjourned at 7:24 p.m.

  
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Frances Peck, Recording Secretary