

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

Minutes

June 8, 2021

The Regular Meeting for the East Hanover Township Municipal Authority was held on Tuesday, May 11, 2021, at 6:00 p.m., at the East Hanover Township Municipal Building, 8848 Jonestown Road, Grantville, PA. Chairman Rick Hoover called the meeting to order with a roll call of members. Members present: Rick Hoover, Mike Webb, Alphonse Lepore and David Craig. Also, in attendance were: Isaac Wakefield, of Salzmans Hughes, Solicitor; Melissa Tomich Smith and Gerald Kincel, of GHD, Township Engineers; 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.

Resignation of Rich Gold, member of the Municipal Authority: Mike Webb announced that correspondence had been received from Rich Gold that he has tendered his resignation as of May 31, 2021.

Alphonse Lepore made a motion, seconded by David Craig, that the municipal Authority prepare a letter to Mr. Gold, thanking him for his service and expressing the Board's gratitude for his insights and level headed contribution. The motion unanimously carried with a 4-0 vote.

Public Input: No input.

Approval of the Minutes: Isaac Wakefield had a correction on page 3 should show I-81 Rest Stop instead of 881 Rest Stop. David Craig made a motion, seconded by Alphonse Lepore to approve the minutes of the May 11, 2021, regular meeting as corrected. The motion carried with a 4-0 vote.

Secretary's Report and Communications: Mike Webb reported that a letter had been received from Rich Gold submitting his resignation as of May 31, 2021. A letter was submitted by Paul Cornell, from the Board of Supervisors, accepting Rich Gold's resignation and thanking him for his service.

Treasurer's Report: Alphonse Lepore presented his Treasurer's Report for May 2021. Mike Webb made a motion, seconded by David Craig to ratify the bills paid, approve payments of the bills presented, and to accept the Treasurer's Report for May 31,

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2021, as presented, subject to audit. The motion unanimously carried with a 4-0 vote.

Treasurer's Report for May 2021

Receipts Sewer Fund	\$ 188,873.52
Expenditures Sewer Fund	<u>\$ 83,928.04</u>
Total Funds Available	\$ 104,945.48

Invoices Paid (5/12/21-6/04/21)	\$ 86,609.81
Current invoices to be paid	<u>\$ 0</u>
Total	\$ 86,609.81

Plant Operator's Report: Curt Cassel presented the Plant Operator's Report for the Board.

Committee Report: Due to the absent of Andy Stein there was no report at this time.

Engineer's Report - GHD: Melissa Tomich Smith presented her report to the Board with a summary of GHD's activities from May 8 through June 3, 2021.

Task Order #11 - General Engineering Services:

GHD prepared a map and provided the manhole depths and record drawings for the manholes that will be rehabilitated using spray lining. The Township Manager is coordinating this work through COSTARS.

Developers:

Misc. Development:

1. **139 South Faith Road:** GHD informed the property owner that the Authority would be willing to accept flow from the property, if the property owner installed the facilities needed to tie into the existing sanitary sewer system, and if those facilities remain private. The property owner was also told that the Authority would be willing to sign the HOP application if a hold harmless agreement, that is acceptable to the Authority's solicitor, is signed prior to the applications submission to PennDOT.

FJFG LLC (Fabio's Property) Construction inspection has not been set up. There is no current invoice.

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Hanover Logistics Warehouses: GHD reviewed the second submission of construction drawings and sent a review letter back to the developers engineer on May 27, a copy of the review letter is attached. There are a few outstanding items that need to be addressed before the drawings can be approved.

Chesapeake Estates: GHD, the Township Manager and Assistant Township Manager meet with representatives of the Chesapeake Estates on June 2, to discuss a few questions regarding the proposed park expansion and the ownership of the shared sewer main that will be installed by Hanover Logistics and utilized by both entities. The design engineers for Hanover Logistics worked with the mobile home park representative to layout the sanitary sewer so that it will work with the park's proposed expansion. Lateral fees will be installed on this line for the future mobile homes to tie into. Both entities are requesting that this shared line be dedicated to the Authority and that a decision be made at the meeting. The other proposed sewers within the mobile home park will remain privately owned by Chesapeake Estates. If the shared line is not accepted for dedication, an agreement outlining the shared maintenance of the line should be provided to the Authority's solicitor for review.

The Board discussed the proposed park expansion and the ownership of the shared sewer main to be installed by Hanover Logistics and utilized by both entities. Tina Hastie asked a question regarding Hanover Logistics building the warehouse, and plans to lease it to some entity that is unknown, where would be the responsibility to pay for the sewer bill? Isaac Wakefield stated it would be the property owner to pay for the sewer bill and the maintenance cost. Isaac stated there may have to be more discussion, but the Board may end up having to waive, or provide some sort of approval for having a party line, if the regulation prohibits a party line.

Chairman Hoover asked if the Board was comfortable with the warehouse designing their flow and system to get the waste to the Township, built to the standard specifications? Mike Webb stated he was not comfortable with the warehouse putting a line in with manholes at a proposed street, and then having a street constructed on top of it.

It was the consensus of the Board that it would be consistent with what was done with Sheetz and provided it meets the Township's standards.

a) Update on Sewer Agreement 8-81 Rest Stops: This update will be discussed under the Solicitor's Report.

Manada Oaks Sewer Extension (June ENR Index was not available)

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GHD was asked to update the construction costs provided in March 2019. Construction costs were updated using the ENR Index. $\text{Cost A/Cost B} = \text{ENR Index A/ENR Index B}$.

GHD construction Cost Estimate was provided for the Board.

Report from Glace Engineering:

- Max Stoner submitted a short report stating that they have taken into account the comments from the Municipal Authority Board members and Township Solicitor, and are in the process of updating the costs of the other alternates that were discussed. He stated he should have something for the Board before the next meeting.

Solicitor's Report :

- **Update on Sewer Agreement: I-81 Rest Stops:** Isaac Wakefield gave an update on the Sewer Agreement on the I-81 Rest Stops. A Draft Agreement had been received from PennDOT and in his view it was unacceptable and also had problems with respect to where they were delineating ownership of the line. This is being reviewed and it is still pending.

Manager's Report:

- **Request to make adjustment for Sewer Customer:** Paul Cornell discussed the request by a sewer customer to have the penalties waived. The customer stated he did not receive a sewer invoice for 2020 or 2021, but has received the certified letters from Keystone regarding delinquent sewer billing. The matter was further complicated by the Keystone error that mailed all delinquent invoices as Real Estate delinquent notices. This has been corrected.

Alphonse Lepore made a motion to enforce the policy and if the invoice is paid in full before the close of business on Friday, June 11, 2021, the fee of \$97.50 will be waived. Mike Webb seconded the motion and the motion carried with a 4-0 vote.

- **PennDOT Sewer delinquent invoices:** Paul Cornell discussed the Sewer Invoice on the real estate tax for the rest stops and the property on Allentown Boulevard. Copies of the bills were sent to PennDOT. Curt Cassel stated at the Allentown Boulevard location it should be billed as they've capped that line. Chairman Hoover requested that for the next meeting Curt should meet with Bryan Ziegler to figure out exactly where the Township stands with whether it has been capped and abandoned as it is supposed to be, and if it isn't shut down as it supposed to be, lay out what needs to be done for it to be abandoned.
- **COSTARS:** Paul Cornell stated he has an appointment with the individual that has

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just finished the major project in the Township and he will be coming out to give a price on the manholes. The manholes will need to be popped when they come out to take a look at it to give the Township a price. This is with COSTARS, which is a state approved price to do the repairs.

Unfinished Business: No unfinished business at this time.

New Business:

- Melissa Smith reported that GHD has asked for a meeting on July 13, 2021, the afternoon of the next regular meeting of the Municipal Authority. Kevin Shannon will be retiring and Judy Musselman will be introduced to the Municipal Authority Board at that time.
- Chairman Hoover announced due to the resignation of Rich Gold, Vice-Chairman of the Municipal Authority, the vacancy of Vice-Chairman will need to be filled.

Alphonse Lepore made a motion to nominate Mike Webb for the vacancy of Vice-Chairman. David Craig seconded the motion and the motion unanimously carried with a 4-0 vote.

Mike Webb made a motion to nominate David Craig as Secretary to the Municipal Authority. Alphonse Lepore seconded the motion and the motion unanimously carried 4-0.

Executive Session and Adjournment: The Municipal Authority Board went into Executive Session at 7:22 p.m. and reconvened to adjourn at 8:30 p.m.



Frances Peck, Recording Secretary