

**EAST HANOVER TOWNSHIP
MUNICIPAL AUTHORITY
8848 Jonestown Road, Grantville, PA 17028
Minutes
January 11, 2022**

The Regular Meeting for the East Hanover Township Municipal Authority was held on Tuesday, January 11, 2022, 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, Alphonse Lepore. David Craig and Keith Espensshade. 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; Rebecca Oller; Tina Hastie, representing the Supervisors; Jackie Wilbern, Acting Township Manager; and Lynn Shollenberger, Recording Secretary. Rick Hoover welcomed Lynn Shollenberger, the new recording secretary, to the meeting.

The meeting was audio taped. The tapes are strictly for the use of the Recording Secretary for clarification during preparation of the minutes.

Roll Call of Members:

a. Organization Meeting

i. Elections

1. Chairman – Alphonse Lepore made a motion, seconded by David Craig to nominate Rich Hoover for Chairman. The motion carried with a 4-0 vote.
2. Vice Chairman - Alphonse Lepore made a motion, seconded by Keith Espensshade to nominate Mike Webb for Vice Chairman. The motion carried with a 4-0 vote.
3. Secretary - Alphonse Lepore made a motion, seconded by Keith Espensshade to nominate David Craig for Secretary. The motion carried with a 4-0 vote.
4. Treasurer – David Craig made a motion, seconded by Keith Espensshade to nominate Alphonse Lepore for Treasurer. The motion carried with a 4-0 vote.

ii. Appointments

1. Engineer – Alphonse Lepore made a motion, seconded by Keith Espensshade to nominate GHD as the Authority's Engineer for 2022. The motion carried with a 4-0 vote.
2. Solicitor – Alphonse Lepore made a motion, seconded by Keith Espensshade to nominate Salzmans Hughes, P.C. as the Authority's Solicitor for 2022. The motion carried with a 4-0 vote.
3. Administrative Support – Alphonse Lepore made a motion, seconded by David Craig to appoint Paul Cornell as Administrative Assistant at his former rate. The motion carried with a 4-0 vote.
4. Consultant – Alphonse Lepore made a motion, seconded

by David Craig to nominate Andy Stein, Stein Consulting as the Authority's Consultant for 2022. The motion dscarried with a 4-0 vote.

Public Input: Rebecca Oller asked what the compensation is for administrative services. Rick Hoover responded it will be the same as what was billed during the 2021 calendar year.

Approval of the Minutes: Alphonse Lepore made a motion, seconded by Keith Espensshade to approve the minutes of the December 14, 2021 regular meeting with the INI revision. The motion carried with a 4-0 vote as Mike Webb was absent at the January meeting.

Secretary's Report and Communications: David Craig reported the receipt of a letter by the Authority addressed to Fran Peck to thank her for competent, diligent and faithful service with the Board of the Municipal Authority.

Treasurer's Report: Alphonse Lepore presented the December 2021 Treasurer's Report to the Board.

Treasurer's Report – December 2021

Receipts Sewer Fund	\$ 24,435.28
Expenditures Sewer Fund	(69,495.75)
Total Funds Available	\$ (45,060.47)
Invoices Paid (12/11/21-01/10/21)	\$ 24,278.25
Balance Sheet Transfers	\$ 52,416.66
Current Invoices to be paid	\$ 5,640.96
Total Checks Written	\$ 82,335.87

David Craig made a motion, seconded by Keith Espensshade to ratify the bills paid, approve payment of the bills submitted, approve balance sheet transfers, and accept the Treasurer's Report for December 2021, as presented, subjectto audit. The motion unanimously carried with a 4-0 vote.

Alphonse also reported that the Authority is in the process of having the checking account transferred to JBT Bank. We have the necessary signatures, but they will not complete the process until we have the minutes from tonight's meeting to show what officers were appointed. That can be completed once we have the minutes of the meeting to give them.

Plant Operator's Report: Curt Cassel reported from December 6, 2021 to January 7, 2022. All the NPDES permit numbers were met. Average flow is 155,000 gallons; 49,500 gallons of sludge haul out. General housekeeping for maintenance and process control responded to one alarm at the waste power plant.

Committee Report: Andy Stein had no specific report. There was discussion about storm water fees to be collected by the Municipal Authority in 2022.

Engineer's Report - GHD: Melissa Tomich Smith presented the summary of GHD's activities from December 11, 2021 to January 6, 2022.

Task Order #1 - Retainer Services:

GHD will begin working on the report which is due at the end of March.

Task Order #11 - General Engineering Services:

Melissa asked if the Grinder policy was reviewed. Preliminary discussion had with further ones pending.

Developers:

Solicitor's Report: Lee Stinnett had nothing new to report. As a follow up, he reported he sent two additional e-mails to PennDOT but still has received no response.

Acting Manager's Report: Jackie Wilbern reported she is in the process of incorporating data into GAS system and should have a report for the February meeting.

Chairman Hoover requested Jackie Wilbern to add the I-81 NB/SB Sewer Line to the agenda for the next meeting.

Public Works Director – Bryan Ziegler


- a. Building access – keys and key access within the Township. A lot of keys are missing including the Pump station. Shearer Locksmith will do the work and cost less than \$500.00. The Board agreed to action and cost.
- b. If there is an issue, Bryan needs a contact name and number. Lee will check for a contact.

Unfinished Business:

- a. **Discussion regarding low pressure systems and required connections to sewer:** The Board has a disparity at this time and are not in agreement with a solid path forward. Will not address a policy at this time.

New Business: No new business at this time.

Adjournment: Alphonse Lepore made a motion, seconded by Keith Espenshade to adjourn the meeting. The motion unanimously carried with a vote of 4-0. The meeting adjourned at 8:01 p.m.



Lynn Shollenberger, Recording Secretary