

**EAST HANOVER TOWNSHIP  
MUNICIPAL AUTHORITY  
8848 Jonestown Road, Grantville, PA 17028  
Minutes  
August 9, 2022**

The Regular Meeting for the East Hanover Township Municipal Authority was held on Tuesday, August 9, 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, Michael Webb, Keith Espenshade and David Craig. Also in attendance were: Idan Ghazanfari of Salzmann Hughes, Solicitor; Melissa Tomich Smith, of GHD, Engineer; Andy Stein, Consultant, Stein Consulting; Curt Cassel, WWTP Operator; Tina Hastie, representing the Supervisors; Bryan Ziegler, Public Works Director; Nicholas Yingst, Township Manager; and Lynn Shollenberger, 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 public input.

**Approval of the Minutes:** Alphonse Lepore made a motion, seconded by Keith Espenshade to approve the minutes of the May 10, 2022, regular meeting. The motion carried with a 4-0 vote. David Craig abstained from the vote as he was not present at the May 10, 2022 meeting.

Alphonse Lepore made a motion, seconded by David Craig to approve the minutes of the June 14, 2022, regular meeting. The motion carried with a 3-0 vote. Rick Hoover and Michael Webb abstained from voting, as they were not present at the June 14, 2022 meeting.

Alphonse Lepore made a motion, seconded by Michael Webb to acknowledge the minutes of the July 6, 2022 joint meeting. The motion carried with a 5-0 vote.

Alphonse Lepore made a motion, seconded by Michael Webb to acknowledge the minutes of the July 14, 2022 joint meeting. Keith Espenshade and David Craig abstained from voting, as they were not present at the July 14, 2022 meeting. The motion carried with a 3-0 vote.

Alphonse Lepore made a motion, seconded by David Craig, to amend the agenda to include discussion of properties with unbilled sewer fees. The motion carried with a vote of 5-0.

**Secretary's Report and Communications:** David Craig reported he received a response from DEP accepting the Manada Basin Study and a letter from the developer regarding the Creekvale property requesting capacity to connect to sewer.

### **Treasurer's Report:**

Alphonse Lepore presented the June 1, 2022 – July 31, 2022 Treasurer's Report to the Board.

#### **Treasurer's Report – June 1, 2022 – July 31, 2022**

Receipts Sewer Fund	\$ 39,456.43
Expenditures Sewer Fund	( 80,656.33)
Total Funds Available	\$ 41,199.90
Invoices Paid (06/01/22-07/31/22)	\$ 63,124.46
Balance Sheet Transfers	\$ 53,333.32
Current Invoices to be paid	\$ 2,020.55
Total Checks Written	\$ 118,478.33

Michael Webb made a motion, seconded by David Craig, to ratify the bills paid, approve payment of the bills submitted, approve balance sheet transfers, and accept the Treasurer's Report for June and July 2022, as presented, subject to audit. The motion unanimously carried with a 5-0 vote. Keith Espenshade abstained from one line item on the July 8 treasurer's report pertaining to his former business.

### **Plant Operator's Report:**

Curt Cassel reported from June 10, 2022 to July 8, 2022. All the NPDES permit numbers were met. Monthly average flow is 180,000 gallons; 81,500 gallons of sludge hauled out.

Curt also reported from July 8, 2022 to August 5, 2022. All the NPDES permit numbers were met. Monthly average flow is 173,000 gallons; 71,000 gallons of sludge hauled out.

**Dairy Lane WWTP:** General housekeeping and grounds maintenance; scheduled maintenance on SBR's, digesters and equipment; continued process control testing to monitor for changes; replaced UV bulb in #1 UV unit.

**Collection System:** Marked PA One calls; performed scheduled maintenance at P.S.'s; replaced damaged grinder pump lid and rewired controls at 160 N. Crawford Rd.; responded to alarm at Englewood PS - M&S Services diagnosed and made necessary repairs; twice removed obstruction in grinder pump at Funcks Exxon; had Walters Environmental clean out pit; diagnosed dialer issue and created a repair ticket with Verizon.

### **Committee Report:**

Andy Stein reported on the Manada Basin Special Study – Alternative 11 approval and next steps. At the request of the Authority, he will develop a three-year budget projection with some equipment replacement needs included.



**Engineer's Report - GHD:** Melissa Tomich Smith presented the summary of GHD's activities from June 9, 2022 to July 8, 2022.

**Task Order # 1 – Annual Retainer/Annual Wasteload Management Report:**

The current invoice is \$1,625.00. Total billed this year to date is \$3,250.00 and total budget if \$6,500.00

**Task Order #11 – General Engineering Services:**

GHD looked into information for 167 Campbell Court and other miscellaneous items.

**Task Order #12 – Funck's Grinder Pump and Force Main Replacement:**

GHD prepared and sent the design drawings and DEP General Permit 11 application. DEP responded, indicating one deficiency. GHD contacted DEP to see what additional E&S controls were needed. The revised permit application will be resubmitted after August 22. Once estimated construction costs are known, GHD will determine if the project needs to be bid or can be done with three quotes.

**Developers/New Connections:**

**Misc. Development:**

GHD responded to capacity and ability/location to serve questions for the G3 subdivision. There is not enough capacity in the low-pressure system along N. Crawford Rd., but there would be capacity in the gravity system and Pumping Station No. 2.

**Spring Hill Suites Hotel (INDIJU Hospitality 2, LLC):**

GHD was provided with the most recent copy of the Utilities and Easement Plan, with the latest revision date of 11/9/21. Because the layout is different from the originally approved plan, a full set of drawings was requested for review.

**Grantville Commons:**

GHD prepared the engineer's fee and construction estimate for the agreement. Per the developer's engineer, the DEP planning approval will be issued soon. Alphonse Lepore made a motion, seconded by Keith Espenshade, to set financial security for the Grantville Commons plan at \$1,780,350 in accordance with the engineer's recommendation. Motion carried with a 5-0 vote.

**9147 Allentown Boulevard:**

GHD provided information to the developer for the planning module mailer.

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**Lateral Repair at 1801 Blue Heron Lane:**

GHD inspected the lateral repair, and it passed.

**Solicitor's Report:** Idan Ghazanfari reported on the following:

**Status of Grantville Commons Development Agreement:**

Financial calculation has been inserted into the Development Agreement.

**1-81 Northbound/Southbound sewer lines/PennDOT right-of-way:**

No update.

**Creekvale Phase VI land development – assignment of sewer service:**

Draft agreement circulated for revisions. Phone call scheduled to discuss agreement.

**Funck's grinder pump agreement:**

Long-standing issue. Funck's violated the negligence clause of the agreement.

**Manager's Report:** Nicholas Yingst reported he participated in two joint meetings of the BOS and the MA to discuss the next steps for the MS4/stormwater program; finalized and executed a one-year contract with Keystone Collections; issued an update letter to property owners in the Manada Basin area; began review of what "enhanced" on-lot systems may entail; and reviewed the 2018 Amended Subsidy Agreement between the Township and the Municipal Authority.

**Recommending personnel reimbursement rate include workers compensation:**

At present, the reimbursement rate is based on salary and benefits but not workers' compensation. The Municipal Authority was fine with workers' compensation being included in the reimbursement rate going forward.

**Proposal for 2022 audit and financial statement preparation services:**

Alphonse Lepore made a motion, seconded by Michael Webb, to engage Boyer & Ritter for the 2022 audit, for a total amount not to exceed \$8,500.00.

**Public Works Director** – Bryan Ziegler reported all manholes were relined. Excellent job done. All rights-of-way have been mowed.

**Revising conversation on inspecting repairs to existing private connections in the sewer system:**

Deferred to next month's meeting.

**Properties with Unbilled Sewer Fees:**

A letter will be sent to owners of five properties that were not billed for sewer that in the future, they will be billed for services; however, no back fees will be collected. Keith Espenshade made a motion, seconded by Alphonse Lepore, that no back fees will be collected for the five properties that were not billed for sewer fees. Motion carried 4-1, with David Craig voting no.

**MS4/Stormwater:**

Nicholas Yingst reported he participated in a second webinar with Diversified and an initial webinar with Dallas Data regarding utility billing software. Continue to work with Sharon Umberger and Stephanie Harmon regarding how the stormwater bill process will work.

**Unfinished Business:** None.

**New Business:**

At 8:32 p.m., the Board retired to Executive Session to discuss personnel matters.

**Adjournment:** Michael Webb made a motion, seconded by Alphonse Lepore, to adjourn the meeting. The motion unanimously carried with a vote of 5-0. The meeting adjourned at 9:15 p.m.

  
Lynn Shollenberger, Recording Secretary