

**EAST HANOVER TOWNSHIP
DAUPHIN COUNTY
8848 JONESTOWN RD., GRANTVILLE, PA 17028**

MUNICIPAL AUTHORITY

**David Craig, Keith Espenshade, Rick Hoover, Alphonse Lepore, Jr.,
and Brenda Radle, Members of the Municipal Authority**

**Nicholas Yingst – Township Manager
Bryan Ziegler – Public Works Director
Stephanie Harmon – MS4 & Planning Coordinator
Curt Cassel – Operator
Melissa Smith, Engineer – GHD
Lee Stinnett, Solicitor – Salzmans Hughes**

**REGULAR MEETING
Tuesday, January 9, 2024
6:00 PM**

- I. Roll call of members

- II. Reorganization
 - a. Nominations and elections
 - i. Chairman
 - ii. Vice Chairman
 - iii. Secretary
 - iv. Treasurer
 - b. Appointments
 - i. Engineer
 - ii. Solicitor
 - iii. Recording Secretary
 - iv. Authorized signers for Authority funds

- III. Public input and guests

- IV. Approval of December 12, 2023 regular meeting minutes

- V. Secretary's Report and communications – David Craig
 - a. Boyer & Ritter 2023 audit scope and timing letter

- VI. Treasurer's Report – Alphonse Lepore, Jr.
December 1, 2023 – December 31, 2023

Receipts Sewer Fund	\$ 26,721.82
Expenditures Sewer Fund	<u>(32,789.73)</u>
Total Funds Available	\$ (6,067.91)

Invoices Paid (12/13/23-01/03/24)\$	27,405.69
Current Invoices to be paid	1,282.00
Stormwater Fees Transfer	<u>17,838.64</u>
Total Checks Written	\$ 46,526.33

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

- VII. Plant Operator's Report – Curt Cassel
 - a. Continued UV system challenges
- VIII. Public Works Report – Bryan Ziegler
- IX. Engineer's Report – Melissa Tomich Smith
 - a. Task Order 12 – Funck's grinder pump and force main replacement
 - b. Task Order 13 – GIS database modernization and implementation
 - c. Task Order 14 – Collection system O&M manual
 - d. Task Order 15 – Wastewater treatment system evaluation
 - e. Sanitary sewer disconnections and reconnections
 - f. Miscellaneous development
- X. Solicitor's Report – Lee Stinnett, Salzman Hughes
- XI. Manager's Report – Nicholas Yingst
 - a. Stormwater program updates
 - b. Sewer billing company agreement
 - c. Delinquent collections policy
 - d. Delinquent collections company agreement
 - e. Proposed resolution regarding delinquent collections
- XII. Unfinished Business
- XIII. New Business
 - a. Position description and advertisement for additional wastewater treatment plant employee
 - b. Acknowledgement of new liaison from the Board of Supervisors
- XIV. Adjournment

FUTURE MEETINGS

January 16	Board of Supervisors	7:00 pm
January 23	Planning Commission – CANCELLED	
January 25 (Thursday)	Zoning Hearing Board – CANCELLED	
February 5	Parks and Recreation	7:00 pm
February 6	Board of Supervisors	7:00 pm
February 13	Municipal Authority	6:00 pm