

**MUNICIPAL AUTHORITY
EAST HANOVER TOWNSHIP
Minutes
March 13, 2018**

The Regular Meeting for the East Hanover Township Municipal Authority was held on March 13, 2018, at 6:00 p.m., at the East Hanover Township Municipal Building, 8848 Jonestown Road, Grantville, PA 17028. Chairman Rick Hoover called the meeting to order with a roll call of members. Members present: Rick Hoover, Smittie Brown, Mike Webb, Rich Gold, and Alphonse Lepore. Also, in attendance were: Lee Stinnett, of Salzman Hughes, Solicitor; Howard Butler, and Kevin Shannon, of GHD, Engineer; 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.

Public Input: R.J. Fisher, of RJ Fisher and Associates, represented Tru of Grantville hotel project, by Developer S.M.D. Enterprises, Inc. Chairman Hoover recused himself due to a possible conflict of interest. Mr. Fisher discussed the sewer capacity issues and the EDUs needed in the future with the property. The plan has been before the Planning Commission, and the waivers had been gone through. They discussed the capacity they would need for Tru Hotel, and are still awaiting approval of the Application for the Planning Module, and should have it in the near future. The Board discussed the capacity issue and it was the consensus of the members to wait for the letter from DEP. Howard Butler will incorporate the information into the Chapter 94 Report, which will be shown above the five per year that have been planned for.

Approval of the Minutes: Alphonse Lepore made a motion, seconded by Mike Webb to approve the minutes of the February 13, 2018, regular meeting as presented. The meeting carried with a 5-0 vote.

Secretary's Report and Communications: No report at this time.

Treasurer's Report: Smittie Brown presented the Treasurer's Report to the Board. Alphonse Lepore made a motion to approve the Current Treasurer's Report as presented, to ratify the bills paid, approve payments of the bills, and to accept the Treasurer's Report for February 2018, as presented, subject to audit; seconded by Rich Gold. The motion unanimously carried with a 5-0 vote.

Receipts Sewer Fund	\$ 15,659.70
Expenditures Sewer Fund	\$ 75,048.42 (Current Bills List)
Total Funds Available	\$ 404,650.27

Plant Operator's Report: Curt Cassel presented the report that had been sent out, and asked if there were any questions.

Committee Report: There was no report at this time.

Engineer's Report - GHD: Howard Butler submitted his report as follows:

- **Task Order #1 - Annual Retainer/Annual Wasteload Management Report:**
Retainer services cover attendance at the monthly meetings, the engineers report, review of the annual Wastewater Management reports and review of the draft budget. The draft Chap. 94 report is attached for review and comment. The last page of Chapter 94 was stricken. Lee Stinnett said on Page 3, paragraph, the Preserve has not been dedicated, just indicate home where completed, offer for dedication. The manhole at the Sheetz site was discussed and the fact that the Township does not own it, although it is in the public right-of-way. A discussion was held regarding Lee Stinnett meeting with the attorney for Sheetz on the possibility of getting a deed of dedication for this pipe.
- **Task Order #4 - Manada Oaks Force Main Siting Study:**
The additional time for the other alternatives (1B, 5, and 6) considered is represented in the current invoice. GHD is working on the final report for the alternatives to summarize the alternatives examined and the final decision recommended by GHD.
- **Task Order #5 - WWTP Rerate:**
GHD has submitted the entire rerate package to DEP. The permit was logged in by DEP on Wednesday, November 22 and appeared in the PA bulletin for comment on December 9. Their completeness review was finished on December 1, with a target date for completion of the Technical Review of April 4, 2018.
- **Task Order #7 - Standard Specifications:**
We have started work on the standard specifications, including generating standard details and identifying portions of the township standards to keep and others to discard.
- **Manada Oaks Sanitary Sewer Extension:**

We have received the aerial and full detailed portion of the survey, less some areas at the end of the forcemain pending the preliminary review. We are continuing the preliminary layouts to identify pump station locations and a final, detailed route for the force main. The surveyors have completed the first floor survey of the houses, and township staff are collecting information regarding service locations, basement sewers, etc. The surveyors did encounter difficulty obtaining information from Verizon and Comcast.

- **Developers:**

- Talley Petroleum - Pressure testing was completed - System was connected, the tapping fee has been paid and they are receiving the quarterly fee.
- Sheetz - GHD attended a special meeting with PennDOT who requested the work on Laudermilch be conducted at night. We are providing part-time construction observation on the gravity portion currently, and the contractor expects to move onto the force main portion shortly.
- 252 Box Creek Road - R.J. Fisher Proposed 92 rooms -23 EDUs. The developer has submitted the planning module and is aware of the hold on EDU's. No update.

Solicitor's Report : Lee Stinnett had no report.

Manager's Report:

- **Update regarding phone calls for basement fixtures:**
Paul Cornell gave an update on the phone calls for basement fixtures
- **Update on Collections:**
Paul Cornell gave an update on the collections. Lee Stinnett had an update that O & B's green card for the notice was dropped off for the lien on the property. The others, Paul had sent along the judgments he'd gotten for Perez, O & B, Speck and Bulley. Lee Stinnett suggested anything over \$1,000 steps should be taken. Paul stated that delinquent letters, from Diversified, will be sent out to anyone over \$500, and it could be costly in legal fees, if fees are not caught up.
- **Update on Audit Work:**
Paul Cornell reported that the update of the audit is being worked on in the Township now. They will start on the Municipal Authority audit will be next. They have a secured web site that they send the Township questions, asked for

East Hanover Township Municipal Authority
Regular Meeting
March 13, 2018

and upload documents and they utilize them to generate questions and follow-ups.

Unfinished Business:

Chairman Hoover reported that the public official ethic forms are due May 1, 2018. If anyone needs a copy, let Paul know and he can e-mail them.

New Business:

• **Request for Module Exemption, True Hotel:**

The Sewer Module request was discussed earlier in the meeting. Mike Webb asked, assuming the Municipal Authority gets the increase in EDUs, regarding Tru of Grantville Hotel, what the Township's limiting function will be is volume? Howard said, yes, and it is anticipated it will hit the .4mgd threshold and trigger the Chesapeake Bay limits before you would be out of capacity organically. Mike stated the Township should think about going forward, is how can the homeowners, or homeowners be encouraged, or have incentive to go to low flow items? Lee Stinnett stated that without water service it would be difficult. Mike said the Township should be thinking about volume going forward in order to maximize the utility of the plant.

(The meeting recessed at 7:20 p.m., and went into the 2020 Design Workshop after the regular business meeting. The meeting reconvened at 8:20 p.m.)

Adjournment: Mike Webb made a motion, seconded by Alphonse Lepore to adjourn the meeting. The motion unanimously carried with a 5-0 vote. The meeting adjourned at 8:20 p.m.


Frances Peck, Recording Secretary