

**MUNICIPAL AUTHORITY  
EAST HANOVER TOWNSHIP  
Minutes  
June 12, 2018**

The Regular Meeting for the East Hanover Township Municipal Authority was held on Tuesday, June 12, 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, Rich Gold, Alphonse Lepore, with Mike Webb being absent. Since the last meeting, Smittie Brown resigned from the Municipal Authority. Anyone having a candidate in mind, let Chairman Hoover know. Also in attendance were: Lee Stinnett, of Salzmann Hughes, Solicitor; Howard Butler and Kevin Shannon, of GHD, Engineer; Andy Stein, Consultant, Stein Consulting; Curt Cassel, WWTP Operator; Paul Cornell, Township Manager; Jackie Wilbern, Assistant 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:** No input.

**Approval of the Minutes:** Alphonse Lepore made a motion, seconded by Rich Gold, to approve the minutes of the May 8, 2018, regular meeting as presented. The motion carried with a 3-0 vote.

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

**Treasurer's Report:** Alphonse Lepore presented the Treasurer's Report for May 2018. Rich Gold made a motion, seconded by Rick Hoover to ratify the bills paid, approve payments of the bills presented, and to accept the Treasurer's Report for May 2018, as presented, subject to audit. The motion unanimously carried with a 3-0 vote.

Receipts Sewer Fund	\$ 25,850.66
Expenditures Sewer Fund	\$ 31,365.09
Total Cash on Hand	\$518,236.29

**2017 Audit, Boyer and Ritter CPA:**

Paul Cornell stated that representatives of Boyer and Ritter were not in attendance at tonight's meeting, they cancelled at the last minute. They were to appear before this Board and make a presentation, on the audit, prior to submission of the report to DCED, which is due at the end of the month. They are scheduled to come in at the July meeting. Paul presented the audit for the questions from the Board. Chairman Hoover asked Lee Stinnett what would happen if the audit was submitted late? Lee stated technically if the provisions aren't followed of the Municipality Authority's Act, the Municipality is supposed to step in and undertake the audit, file it, at the Authority's cost. There are no explicit penalties written in for failure to do so. Paul Cornell stated that everything is entered electronically when filing on the actual report itself.

Alphonse Lepore made a motion to accept the Independent Auditor's Report. Rich Gold

East Hanover Municipal Authority  
Regular Meeting  
June 12, 2018

seconded the motion and the motion carried with a 3-0 vote.

**Plant Operator's Report:** Curt Cassel presented the report that had been sent out to the Board and asked if there were any questions?

**Committee Report:** Andy Stein updated the Board stating that we had made contact with the U.S. Department of Agriculture and confirmed that we are only eligible for their market rate program, which we may investigate for the financing. It does not include any grants. He has been contacting other lenders, and hopefully at the next meeting will be considering applying for credit. In July, or August he would like to do a presentation to the Board on the issues revolving around the permanent debt.

**Engineer's Report - GHD:**

Howard Butler presented his report as follows:

- **Task Order #4 - Manada Oaks Force Main Siting Study:**  
No updates for this project. We are awaiting final comments/corrections to finalize the study for record.
- **Task Order #5 - WWTP Rerate:**  
The rerate was granted by DEP on April 19 for the full organic loading requested of 794 lbs/day of BODs. Activity this period was for reviewing the issued permit and preparing project closeout. This should be the last invoice and the project should be closed if there are no further issues.
- **Task Order #7 - Standard Specifications:**  
Time for this period was spent with additional sections reference for grease trap, and preliminary review of the comments from the Board.
- **Manada Oaks Sanitary Sewer Extension:**  
The wetland report is nearing completion, pending some final exhibits based on ultimate pump station locations. We have begun preliminary design of the pumping station, based on the prior discussion locations dictated by the sewers, and following a review with Curt Cassel for equipment preferences, pump retrieval, and electrical equipment.
- **Developers:**
  - Sheetz - No new work this period - Billing is for mileage carried over from last month. Howard had an update on the recording process for the private manhole in the public right-of-way. There is an expected cost from the surveyor of about \$1500 to prepare the plat. In order to get the right intersection lines that physically locate those, because the Township will be taking them over, it is prudent to have the surveyor prepare this. Lee will take care of the actual description based on that. Lee will be working with the preserve people on a number of the Township issues to close out, and the Authority issues on the maintenance bond and the dedication of the sewers.

East Hanover Township Municipal Authority  
Regular Meeting  
June 12, 2018

- 252 Bow Creek Road/ TRU Hotel - 23 EDUs. A recommendation for the Authority regarding the capacity of the sewers was presented at the May meeting. The billing on this invoice reflects the capacity review.

**Solicitor's Report :** Lee Stinnett had no report.

**Manager's Report:**

- **Update regarding phone calls for basement fixtures and Collections Report:**  
Paul Cornell reported on the Accounts Receivable Past Due Report stating there would be 11 individuals getting collection letters. We are starting to clean these past due accounts up and will keep after B.U.B., the computerized version of Diversified, a collection company. We may ask the Board to entertain looking at an alternative for collections, getting closer to September. There were no additional calls for basement fixtures between last month and this month. There were no additional fixtures, but the one thing Paul suggested is the Board to start thinking about the next letter to go out to the residents, and perhaps a timetable for the next public meeting to be planned for at the next meeting. Chairman Hoover asked, on the engineering side, the wetlands were laid out and if the pipelines were laid out, are there basic pipeline routes? Howard Butler stated we have the general routing and haven't gotten down to the level of detail to say for certain which side of the street yet. That will follow on the home investigations. A cover letter has been sent out to Jackie Wilbern, for the residents, and it will be coordinated.

**Unfinished Business:** No unfinished business at this time.

**New Business:**

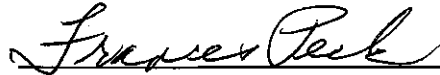
- **Township Setback Distances:** Setback distances were discussed on how many are in the current 150-foot setback, how many are picked up if we extend the setback? Howard Butler discussed setbacks starting with the occupied residences. Also, discussed the vacant parcels. After discussion, it was the recommendation of getting a summary, from Howard Butler, of the within connection, on connection, and not built upon numbers, for the supervisors, to give them a sense of the ramifications.

Chairman Hoover stated that looking forward, we need to recognize that there are 148 lots for prospective customers. and should use that for the cost estimating going forward until such a time as the Supervisors modify the mandatory connection. Paul Cornell feels that you need to let the Board of Supervisors know, in their deliberations, that considering a 150 distance, if it's no more than that, you are now looking at a project that has 148 live connections, as opposed to the discussions that have been about 180. Andy Stein asked if the Municipal Authority wished to make a recommendation, to the Supervisors, that even though they're not included now, that we are in the details of the project, we want to look at Samantha Court and other places, that they are not in the 537 Plan, but the 537 Plan is designed to improve water quality. Now that we're looking at it, pipes are being run right by there. It was recommended that Howard Butler expand the memo to the Board of Supervisors, because of the lower number of houses in the mandatory connections, and to

East Hanover Township Municipal Authority  
Regular Meeting  
June 12, 2018

identify potential connections off Samantha Court.

**Adjournment:** Alphonse Lepore made a motion, seconded by Rich Gold, to adjourn the meeting. The motion unanimously carried with a 3-0 vote. The meeting adjourned at 7:30 p.m.



---

Frances Peck, Recording Secretary