

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY
7901 JONESTOWN ROAD, HARRISBURG, PA
TUESDAY, APRIL 17, 2018
REGULAR MEETING**

CALL TO ORDER

The April 17, 2018 regular meeting of the Authority was moved to the West Hanover Park and Recreation building at 628 Walnut Avenue due to anticipating a significant number of residents to attend.

Chairman Kreiser called the regular meeting to order at 6 p.m., followed by the Pledge of Allegiance.

Mr. Kreiser stated that residents would have five minutes each for public comment and that no questions would be answered at the meeting. He encouraged anyone present at the meeting to submit their questions in writing and stating that any questions raised would be answered in writing by the Authority.

ATTENDANCE

Michael A. Kreiser, Chairman
William Rehkop, Vice Chairman
Thomas Stewart, Treasurer
Joseph Sembrot, Secretary
Jeffrey Bowra, Assistant Secretary

PUBLIC COMMENT

Richard Enck, 7112 Hillside Road. Mr. Enck stated he obtained a copy of the 537 Special Study report and reviewed it. He indicated that he noted changes were made to the report and it was dated April 2018 rather than January 2018. Mr. Enck also stated that the report did not show that the residents would have to pay for the installation of the grinder pumps and it also included an electrical construction cost of \$945 per resident.

APPROVAL OF MINUTES

Regular Meeting, March 20, 2018. ***Mr. Stewart moved, seconded by Mr. Sembrot, to approve the Minutes as distributed. The motion was unanimously approved.***

FINANCIAL REPORTS

Mrs. Martin reported that the prepaid invoices totaled \$49,941.71.

Mr. Stewart moved, seconded by Mr. Rehkop, to approve the prepaid invoices in the amount of \$49,941.71. The motion was unanimously approved.

Mrs. Martin also reported that the pending invoices totaled \$17,852.23.

Mr. Stewart moved, seconded by Mr. Bowra, to approve the pending invoices in the amount of \$17,852.23. The motion was unanimously approved.

The March receipts totaled \$127,943.42.

OLD BUSINESS

Houck Manor and Holiday Park. Mr. Shope reported that the Act 537 Special Study was submitted for consideration by the Board of Supervisors. Mrs. Van Eck stated she was present at the Board meeting on April 16, 2018, and the supervisors did approve the study report for submission to DEP.

Procedures for Collection of Sewer Arrears. Mr. Salisbury stated that Mrs. Van Eck and staff are working on revision of the procedures and the proposed changes should be ready for the Authority by June 2018.

NEW BUSINESS

New Control Panel for Pump Station #1. Mr. Salisbury reported that there were issues recently at PS #1, which is 22 years old. He called the members attention to the quote from Clinton Controls to upgrade the pump station at a total cost of \$14,077. That cost includes replacement of the control panel at \$7,929, two (2) VFDs at \$1,674 each, and an A/C unit at \$2,800. A brief discussion followed.

Mr. Stewart moved, seconded by Mr. Sembrot, to approve the upgrade to PS #1 at a total cost of \$14,077. The motion was unanimously approved.

Pump Station #9 and #11 Fence Repairs. Mr. Salisbury called the members' attention to the proposal from Security Fence Company to repair the chain link fence at PS #11 at a cost of \$725 and to install 38 linear feet of chain link fence at PS #9 for the cost of \$1,385.

Mr. Rehkop moved, seconded by Mr. Stewart, to approve the proposal from Security Fence Company in the amount of \$2,110. The motion was unanimously approved.

Millstone Phase 3 Dedication Request. Mr. Salisbury called the members' attention to the letter from Ridgewall, LLC regarding dedication of the sewer lines in Millstone Phase 3. Mr. Salisbury reported that letters were written in 2014 requesting the necessary items needed to consider dedication of the lines. He sent an e-mail to Ridgewall on March 20, 2018 outlining the content of the letters from 2014 and again requested the required information.

DCED/HRG/Authority Conference Call Concerning Grant Monies for Residents. Mr. Salisbury reported that a conference call was held to discuss financial assistance for residents. In addition to himself, Mr. Aston, Justin Mendinsky (HRG), Kay Goodman (HRG), and George Connor (DCED) participated in the call.

There are three option for homeowner assistance: (1) possible grant through DCED based on annual income; (2) Individual Homeowner Rehabilitation Grants if resident does not qualify for DCED grant; or (3) gaming grants applied for by the Township.

Mr. Salisbury also called attention to the proposed letter that staff will hand deliver to owners only. Letters will be mailed for those properties owned by someone other than the person(s) residing there or any property that is posted with a "No Trespassing" sign.

Deborah Evanko – Request for Relief. Ms. Evanko was in arrears with her sewer charges, and the solicitor filed a District Justice Complaint on March 6, 2018. Ms. Evanko came to the Authority Office on March 9, 2018 and paid her bill. Apparently the Late Notice she received from the Authority's billing company showed a due date of March 9. Staff was not aware that due dates were shown on Late Notices.

Mr. Salisbury called the members' attention to the letter dated April 4, 2018 from Ms. Evanko asking for relief from the legal fees of \$489.43 since she paid the amount by the due date. Mr. Salisbury added

that Mrs. Martin made arrangements with Diversified Technology to no longer enter a due date on Late Notices but show "Due Upon Receipt" on the Notice.

Mr. Stewart moved, seconded by Mr. Sembrot, to waive the legal fees in the amount of \$489.43. The motion was unanimously approved.

Newsletter – Houck Manor/Holiday Park Update. Mr. Salisbury called the members' attention to a proposed article to appear in the next Township Newsletter. By consensus, the members agreed to publish the article as presented.

Door Painting Project. Mr. Salisbury called the members' attention to three (3) proposals to replace and/or repaint three (3) garage doors and two (2) exterior doors. Wenrich Painting, Inc. proposes to repaint the doors at a cost of \$5,820; Cornwell Door Service propose to replace two (2) garage doors at a cost of \$6,322; and Overhead Door to replace two (2) garage doors at a cost of \$9,655 with an additional cost of \$4,050 to paint the exterior of both doors. A brief discussion followed.

Mr. Stewart moved, seconded by Mr. Bowra, to accept the proposal from Wenrich Painting, Inc. at a cost of \$5,820. The motion was unanimously approved.

PUBLIC COMMENT – NON-AGENDA ITEMS

Dudley Gordon, 7104 Hillside Road. Dr. Gordon stated he was pleased with the Authority's efforts to obtain some grant funds for residents.

CORRESPONDENCE

Mr. Salisbury briefly reviewed the correspondence, which included a letter from Aqua-Aerobic regarding 2017 Plant Performance Award, a letter from DEP regarding the Sterling Road project, and another letter from DEP in response to questions from Richard McNeal, a resident of Houck Manor.

AUTHORITY MEMBER COMMENTS

Tom Stewart. Mr. Stewart had no comments.

Bill Rehkop. Mr. Rehkop had no comments.

Mike Kreiser. Mr. Kreiser had no comments.

Joe Sembrot. Mr. Sembrot had no comments.

Jeff Bowra. Mr. Bowra had no comments

REPORTS

Authority Manager. Mr. Salisbury submitted his monthly written report.

Engineer. Mr. Shope had no comments.

Solicitor. Mrs. Van Eck had no comments.

ADJOURNMENT

Mr. Stewart moved, seconded by Mr. Rehkop, to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 6:43 p.m.

Respectfully submitted,

Gail A Martin
Recording Secretary