

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY
7901 JONESTOWN ROAD, HARRISBURG, PA
TUESDAY, JUNE 18, 2019
REGULAR MEETING**

CALL TO ORDER

Chairman Kreiser called the June 18, 2019 regular meeting to order at 6 p.m., followed by the Pledge of Allegiance.

An Executive Session was held at the conclusion of the May meeting to discuss ongoing litigation and personnel issues.

Mr. Kreiser stated that, as in the recent past, the same rules would apply for public comment.

ATTENDANCE

Michael Kreiser, Chairman
Thomas Stewart, Treasurer
Joseph Sembrot, Secretary

PUBLIC COMMENT – AGENDA ITEMS

Mary Brogans, 7036 Linglestown Road. Ms. Brogans stated that she would like to receive a construction schedule for the Houck Manor project. She also asked whether or not her gray water discharge would need to be re-routed, to which Mr. Salisbury responded in the affirmative.

Richard Enck, 7112 Hillside Road. Mr. Enck asked whether or not it was too late to change the location of a lateral, to which Mr. Salisbury responded that it was still possible to do so.

APPROVAL OF MINUTES

Regular Meeting, May 21, 2019. ***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 \$61,737.52.

Mr. Stewart moved, seconded by Mr. Sembrot, to approve the prepaid invoices in the amount of \$61,737.52. The motion was unanimously approved.

Mrs. Martin also reported that the pending invoices totaled \$25,017.11.

Mr. Stewart moved, seconded by Mr. Sembrot, to approve the pending invoices in the amount of \$25,017.11. The motion was unanimously approved.

The May receipts totaled \$297,402.20.

OLD BUSINESS

Houck Manor. Mr. Cichy reported that Guyer Brothers, Inc. began installation of the low pressure sewer main on May 28, 2019 and has installed approximately 1,350 linear feet of pipe.

In response to a complaint that was filed with the Dauphin County Conservation District (DCCD), a site visit was conducted of the project on May 30, 2019 and found Guyer Brothers, Inc. in violation of Chapter 102 Erosion Control Title 25 of the Department of Environmental Protection Rules and Regulations. Guyer Brothers, Inc. was instructed to immediately take corrective actions prior to

performing any additional work and a Defective Work Notice was issued. HRG and Authority staff are working on a response to the DCCD showing the corrective actions taken by Guyer Brothers, Inc.

Guyer Brothers, Inc. provided an updated schedule which indicates that the work is intended to be completed in early September 2019.

A Field Order was issued to revise the location of some lateral connections along S.R. 39 based on property owners request to the Authority Staff.

Change Order #1 was developed to extend the low pressure sewer main and extend a low pressure sewer lateral to provide service to a vacant property on Walnut at the request of the owner, Daniel L. Rabin. The cost would be approximately \$3,300.

Mr. Stewart moved, seconded by Mr. Sembrot, to approve Change Order #1 to extend a lateral to the vacant property on Walnut Avenue owned by Daniel L. Rabin at a cost of \$3,311. The motion was unanimously approved.

Guyer Brothers, Inc. has submitted a substitution request to change the air valve manhole and the cleanout chamber frames and covers from a 42" diameter opening to a 27" diameter opening due to the long lead times associated with the 42" diameter units. Guyer Brothers, Inc. has proposed a credit of \$600 each associated with this change. HRG has reviewed the request and asked Guyer Brothers, Inc. for back-up information on how the credit was determined. Once a response has been received, a decision will be rendered.

Guyer Brothers, Inc. has submitted Application for Payment #1 for Contract 19-1 in the amount of \$30,125.25. HRG has reviewed the application and recommends that the Authority approve the payment.

Mr. Stewart moved, seconded by Mr. Sembrot, to approve Application for Payment #1 to Guyer Brothers, Inc. in the amount of \$30,125.25. The motion was unanimously approved.

Mr. Salisbury recommended that the Authority authorize a qualified person from HRG to do inspections along S.R. 39 rather than have PennDOT perform those inspections. Mr. Cichy stated that the cost would be \$90 per hour plus mileage for HRG to perform the inspections.

Mr. Stewart moved, seconded by Mr. Sembrot, to authorize HRG to perform inspections along S.R. 39 at a cost of \$90 per hour plus mileage. The motion was unanimously approved.

Holiday Park. Mr. Cichy reported that HRG has finalize and submitted the NOI for NPDES and Post Construction Stormwater Management permit application to the DCCD for review and approval. HRG has also re-submitted the JPA to the PADEP for review and approval. Based on past experience, it is estimated that the NPDES and Post Construction Stormwater Management permit review will take approximately seventy-five (75) days and the JPA cannot be approved until the NPDES is approved.

The projected schedule for completion of the Holiday Park Sewer Extension is as follows:

- 08/27/2019 – Anticipated Receipt of Permits
- 09/10/2019 – Advertise for Bids
- 10/10/2019 – Bid Opening
- 10/15/2019 – Authority Meeting to authorize Notice of Intent to Award and Award of Bids
- 11/11/2019 – Notice to proceed
- 06/08/2020 – Substantial Completion (210 days)
- 07/08/2020 – Final Completion (30 days)
- 08/07/2020 – Substantial Completion (270 days)
- 09/06/2020 – Final Completion (30 days)

PWTech ES-353. HRG continues to prepare the Preliminary Drawings for installation of the PWTech ES-353 volute press. HRG received a sample submittal package from PWTech in order to continue with the design and preparation of the Water PADEP Quality Management Permit Application. In order to receive a project submittal which must be approved prior to equipment fabrication, the manufacturer requires that the Authority provide a Purchase Order for the equipment. Upon receipt of the Purchase Order from the Authority, project specific submittals will be provided to HRG and the Authority for review and approval.

HRG has received AutoCAD drawing files for the new equipment from PWTech to aid in design preparation. The Authority Staff has also provided HRG with additional WWTP Record Drawings from the recent upgrade designed by RK&K to assist with the project design.

HRG's intention is to provide a set of Preliminary Drawings and a draft copy of the PADEP Permit Application to the Authority Staff by June 30. Upon completing the PADEP submission and receiving Staff comments on the Preliminary Drawings, HRG will proceed with the design of the Electrical and Structural improvements which are necessary to construct the project.

Pump Station #9. Mr. Cichy reported that HRG has completed and prepared the existing conditions topographic base mapping for the project. He will work with the Authority Staff to schedule and conduct a kickoff meeting and begin the preliminary design work.

NEW BUSINESS

Houck Manor Installment Agreement. Mr. Salisbury called the members' attention to the "Draft" Installment Agreement, as well as a copy of a sample Sewer Connection Permit. In the case of Houck Manor, between the \$3,000 in assistance provided by the Authority and the \$1,993.70 that will be provided by the Township from the Gaming Grant funds, there will be no need for any Installment Agreements for that project. The Authority will refund a total of \$1,006.30 to each property after installation, inspection, and factory start up, which represents the balance from the \$3,000 assistance provided by the Authority.

Resolution 2019-A-2. Mr. Salisbury briefly reviewed the proposed Resolution 2019-A-2. A brief discussion followed the review, and it was agreed that the matter should be referred to Mr. Miner for review and a legal opinion.

2018 Audit. Mr. Salisbury called the members' attention to the 2018 Audit.

Mr. Stewart moved, seconded by Mr. Sembrot, to approve the 2018 Audit as submitted. The motion was unanimously approved.

PUBLIC COMMENT – NON-AGENDA ITEMS

Richard Enck, 7112 Hillside Road. Mr. Enck expressed concern about the Authority extending \$3,000 in assistance to the residents of Holiday Park since they would be getting a gravity sewer system versus one that requires installation of a grinder pump.

CORRESPONDENCE

Mr. Salisbury briefly reviewed the correspondence, which included information on lateral extensions, the SDS plan for the Fowler property, a summary of the Township Staff Joint meeting held on June 4, draft Sewer Connection Permits for the commercial properties located at 7044 and 7048 Linglestown Road, and a letter regarding a refund from PA One Call.

AUTHORITY MEMBER COMMENTS

Tom Stewart. Mr. Stewart had no comments.

Joe Sembrot. Mr. Sembrot had no comments.

Mike Kreiser. Mr. Kreiser had no comments.

REPORTS

Authority Manager. Mr. Salisbury submitted a written report.

Engineer. Mr. Cichy had no further comments.

Authority Solicitor. Mr. Miner requested a brief Executive Session to discuss ongoing litigation and personnel issues.

ADJOURNMENT

Mr. Stewart moved, seconded by Mr. Sembrot, to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 7:18 p.m.

Respectfully submitted,

Gail A. Martin
Recording Secretary