

**WEST HANOVER TOWNSHIP WATER & SEWER AUTHORITY
7901 JONESTOWN ROAD, HARRISBURG, PA
TUESDAY, AUGUST 15, 2017
REGULAR MEETING**

CALL TO ORDER

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

ATTENDANCE

Michael A. Kreiser, Chairman
Donald L. Steinmeier, Vice Chairman
Thomas Stewart, Treasurer
William Rehkop, Secretary
Joseph Sembrot, Assistant Secretary

PUBLIC COMMENT

No public comment was offered.

APPROVAL OF MINUTES

Regular Meeting, July 18, 2017. ***Mr. Stewart moved, seconded by Mr. Rehkop, to approve the Minutes as distributed. The motion was unanimously approved.***

FINANCIAL REPORTS

Mrs. Martin reported that the prepaid invoices totaled \$42,929.16.

Mr. Steinmeier moved, seconded by Mr. Stewart, to approve the prepaid invoices in the amount of \$42,929.16. The motion was unanimously approved.

Mrs. Martin also reported that the pending invoices totaled \$43,007.59.

Mr. Stewart moved, seconded by Mr. Sembrot, to approve the pending invoices in the amount of \$43,007.59. The motion was unanimously approved.

The May receipts totaled \$238,898.48.

OLD BUSINESS

Houck Manor and Holiday Park. Mr. Salisbury called the members' attention to a copy of the letter sent to the residents in Houck Manor on July 24, 2017. The letter was sent to alert the residents to an informational meeting that will be held at the Park and Recreation Center on August 22, 2017 at 6:30 p.m. It also included information on a loan program that might be available to residents through PennVest.

Mr. Salisbury also called attention to a listing of contractors that residents might want to contact. A brief discussion followed as to whether or not a list of contractors should be provided by the Authority. Following the discussion, it was agreed that the listing should be made available with a proviso added that the Authority is not endorsing any of the contractors but just simply providing it for informational purposes. Residents need to make their own decision as to what contractor they will utilize.

LaQuinta Motel. Mr. Salisbury called the members' attention to a letter sent by the solicitor to LaQuinta Motel regarding a Notice of Violation that was originally sent by Mr. Shope in May 2017.

Mrs. Van Eck stated there was no update since the letter was sent on July 11, 2017. The 60-day deadline provided in the letter will end on September 9. A further update will be given at the September meeting.

NEW BUSINESS

Resolution 2017-A-1. Mr. Salisbury called the members' attention to Resolution 2017-A-1. This Resolution updates Resolution 2016-A-2.

There was some discussion on Section 3.4, Requirement to Install Water Meter and whether or not the Authority should be responsible for the cost of the meter as well as installation and maintenance of the meter.

Mr. Stewart moved, seconded by Mr. Sembrot, to revamp Section 3.4 to read: "The Authority may require the installation of water meter(s) for Non-Domestic or Multi-Use Establishments in order to determine water usage." The motion was unanimously approved.

A brief discussion followed as to whether or not the Resolution should be brought back to the Authority in September with the proposed change.

Mr. Stewart moved, seconded by Mr. Steinmeier, to approve Resolution 2017-A-1 with the proposed revision. The motion was unanimously approved.

2017 Audit Proposal. Mr. Salisbury stated that the auditor who performed the Authority's audit for the past several years has left Greenawalt & Company and joined Hamilton & Musser, P.C. Mr. Salisbury asked the Authority to appoint Hamilton & Musser, P.C. to do the Authority's financial audit for 2017.

A brief discussion followed as to whether or not the Authority could do that since it had received a three-year proposal from Greenawalt & Company through 2017; however, the Authority did not sign a contract. An engagement letter is signed each year. It was agreed by consensus that the solicitor should look at the proposal and past engagement letters to determine whether or not it would be appropriate to change to Hamilton & Musser, P.C. Follow-up discussion will take place at the September meeting.

PUBLIC COMMENT

No public comment was offered.

CORRESPONDENCE

Mr. Salisbury briefly reviewed the correspondence, which included a letter from Gary Houck stating that he planned to move ahead with his sewer extension sometime in 2018.

Mr. Salisbury also highlighted a letter to Ted's Bar & Grill regarding a damaged sanitary sewer valve box. The owners have been given 45 days to correct the problem.

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.

Don Steinmeier. Mr. Steinmeier reported that the Board of Supervisors met with Bob Grubic of HRG to discuss a solution to the issues at Townes of Hershey.

He also reported that several members of the Board of Supervisors as well as Township Manager Dan Rosario will attend the August 22nd meeting.

The construction of a Rutter's as part of the Fowler project will appear before the Zoning Hearing Board in October 2017.

REPORTS

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

Engineer. Mr. Shope had no comments.

Solicitor. Mrs. Van Eck offered a short report on the litigation with Water Polo.

ADJOURNMENT

Mr. Stewart moved, seconded by Mr. Rehkop, to adjourn the meeting. The motion was unanimously approved. The meeting adjourned at 7:02 p.m.

Respectfully submitted,

Gail A Martin
Recording Secretary