

APPROVED BOS 4/12/16 *Stacy Seiff*

**THE UPPER HANOVER AUTHORITY
and UPPER HANOVER TOWNSHIP**

**Minutes of Joint Meeting of the Authority Board and Township Supervisors
March 3, 2016**

The joint meeting of The Upper Hanover Authority Board (TUHA) and Upper Hanover Township (UHT) Supervisors was held on Thursday, March 3, 2016, in the meeting room of the township office at 1704 Pillsbury Road, East Greenville. The meeting was called to order at 6:02 PM by TUHA Chairman Eugene Marks, followed by the Pledge of Allegiance.

TUHA Board Members present were Chairman Eugene Marks, Treasurer Kenneth Miley, Assistant Sec-Treas. Dean Kresge and Secretary David Grubb.

UHT Supervisors present were Eugene Fried, Richard Fain, Dorothy Diehl, Ben Fiorito, and Steven Rothenberger.

Also present were William Kalb, Operations Manager; Marita Thomson, Office Manager; Michael Wetzel, TUHA Plant Operator; Blake Dunbar, R. Brant & Associates; Thomas (TJ) Figaniak, Gilmore Associates; Stan Seitzinger, UHT Manager; John Membrino, Hereford Township; Tom & Sonia Ladisch, Ladisch Corp. Inc.; Dan Hudson of Evans Mill and Joanne and Dominic Pulice for Perkiomen Animal Hospital.

PUBLIC COMMENT: None.

MINUTES OF PREVIOUS MEETINGS: Ken Miley made a *MOTION* to approve the February 4, 2016 TUHA minutes as submitted; the *MOTION* was seconded by David Grubb. The motion passed with no dissenting votes.

FEBRUARY 2016 WATER & SEWER FINANCIAL REPORTS: A *MOTION* was made by Dean Kresge to approve the TUHA financial reports as submitted; the *MOTION* was seconded by Ken Miley. The motion passed with no dissenting votes.

CHECK REGISTER FOR FEBRUARY 2016: A *MOTION* was made by Dean Kresge to approve the TUHA Check Registers with Water expenses of \$54,354.36 and Sewer expenses of \$88,373.85; the *MOTION* was seconded by David Grubb. The motion passed with no dissenting votes.

APPROVAL OF TUHA BILLS FOR MARCH 2016: A *MOTION* was made by Kenneth Miley to authorize payment of regular bills as listed for the month, and any unexpected bills to be paid by the Office Manager, with ratification for the exact bills to be made at the next regular meeting. The *MOTION* was seconded by Dean Kresge and passed with no dissenting votes.

GARAGE/LAB BUILDING: Gilmore reported the zoning application was rejected by the township. Application for approval of zoning variances to be presented at March 16, 2016 Zoning Hearing Board meeting. Application has been reviewed by the Planning Commission with no opposition.

AREA "1" WATER MAIN REPLACEMENT PROJECT: TJ reported the review of title report prepared by Warranty Abstract Company determined that the Authority has *blanket easement across properties* with full rights to install and maintain water main. Corps of Engineers bog turtle field survey was performed on February 26, 2016 and indicated there is no habitat for bog turtles; report is being forwarded to Berks County. General Permit GP-5 Registration application is under review by Berks County Conservation District. Gilmore indicated plans are ready for bidding and anticipates going out for bid in spring.

SOURCE WATER PROTECTION PLAN: Forms and letters requesting property information sent to Potential Sources of Contamination property sites. Next meeting scheduled for March 17th at 10 AM at the Upper Hanover Township office. Cost of "Watershed Area Supply" signs being researched.

((cont.))

PERKIOMEN ANIMAL HOSPITAL- HEREFORD SEWER EXTENSIONS: Mr. Dan Hudson summarized the proposed route changes (Route Plan B) due to the acquisition of the property behind the hospital. Hereford Township approved the route change at their Tuesday, March 1, 2016 meeting. The Boards reviewed the Gilmore engineering report No. 1 dated March 2, 2016. Blake Dunbar indicated the proposed route changes can be handled by a letter agreement. A note must be added to the drawing that the proposed sewer line is for use of Perkiomen Animal Hospital only. Dean Kresge made a *MOTION* that TUHA approve the Route Plan B and to grant conditional approval of the design pending final review and approval by TUHA engineer Gilmore & Associates; the *MOTION* was seconded by Kenneth Miley. There were no dissenting votes. Gene Fried made a *MOTION* that UHT approve the Route Plan B as proposed; *MOTION* was seconded by Ben Fiorito. There were no dissenting votes.

YMCA: Revised As-Built Plans and easement legal description approved. Stu Rosenthal will advise them they need to submit paperwork for dedication. **Nothing new to report.**

1237 WATER LINE REPLACEMENT: Still investigating ownership of the paper street; the paper street was never dedicated to the township. Water line servicing 1237, 1239 and 1241 Water Street is too small to service the units and should be replaced with 1" line. Bill Kalb planning to set up a meeting with the three property owners to discuss logistics, costs, access and easement requirements. Mr. Tom Ladisch of 1231/1233 Water Street addressed the Boards regarding the neighboring property at 1237 Water Street who was preparing to dig up Mr. Ladisch's yard for water connection and a sewer upgrade. Mr. Ladisch was not contacted by anyone to request permission to perform the work and he wanted to know if the authority had given approval for connection to our system. TUHA was not aware of the work being proposed at 1237 Water Street and gave no approvals. Township Manager Seitzinger advised that Township Engineer LTL has been advised of construction; UHT Supervisors requested Township Manager follow up with LTL to check on permits.

ACT 537 & KNOLL SEWER PLANT: Gene Marks updated the UHT Board on the discussions between Knoll and TUHA regarding options for phasing construction of sewer lines with Knoll's participation. Waiting for Knoll to confirm flow data and effluent parameters. Knoll engineer will review options and cost and respond. TJ followed up with Paul Nowicki and they are still reviewing and will contact TUHA when ready to set up the next meeting.

Bill Kalb reported that an engineer working for Knoll asked the township for the proposed (unapproved) Act 537 plan for the service area. Blake will research whether the unapproved documents fall under public documents under the Right to Know law.

MACOBY RUN PHASE 4A: Gilmore Associates received and reviewed Escrow Release Request #1 dated January 19, 2016. Dave Grubb Made a *MOTION* to approve Request #1 for \$89,890 to be released from Sewer and \$148,125 to be released from Water; the *MOTION* was seconded by Kenneth Miley. There were no dissenting votes.

THP/NORTHGATE AMENDED PHASE 2B: Stu Rosenthal agreed to move forward on finished phases to proceed with as-built drawings for dedication. **Nothing new to report.**

BLOMMER CHOCOLATE CONTRACT: Blake Dunbar prepared a letter to Blommer indicating the breach of contract including a detailed list of violations compiled by staff. The letter also included a statement indicating "in the interest of protecting TUHA, we are considering the installation of a shut-off valve in the line." The Board requested Blake finalize and send the letter.

GLENWOOD CHASE DEVELOPMENT-45 lots/ Hendricks Rd.: Bill Kalb reported he attended the RHWA meeting and discussed service and ownership of water lines with RHWA. The Board requested Blake prepare an agreement indicating tapping fees, ownership of transmission lines and service revenues for this development will go to RHWA. Included in the agreement will be TUHA turning over ownership of other transmission lines where RHWA receives service revenues. RHWA should be notified they should provide the developer with the appropriate "will serve" documentation.

((cont.))

GIS: Nothing new to report.

OFFICE MANAGER'S REPORT: The Board reviewed the Office Manager's Report including Accounts Receivable balances, February billing of \$142,091.92 and February services receipts of \$189,408.08.

401 Plan Document Adoption: Tabled to April meeting.

OPERATIONS MANAGER'S REPORT: The Board reviewed the Operation Manager's Report dated February 2016.

AT&T Cell Tower Lease: AT&T real estate representative responded to Bill Kalb that they have decided not to proceed with the new towers proposed.

Macoby WWTP Lakeside Screen Overhaul: Bill Kalb reported the variable speed drive control was ordered and replaced. System up and running properly.

SOLICITOR'S REPORT: The Board reviewed the Solicitor's Report dated March 2016. Nothing further to report.

ENGINEER'S REPORT: The Board reviewed the Engineer's Report dated March 3, 2016. Nothing further to report.

EXECUTIVE SESSION: The Authority Board went into EXECUTIVE SESSION at 7: 54 PM to discuss PERSONNEL.

The Board resumed the regular meeting at 8:20.

Operator/Trainee Hire: The Board discussed application for the trainee position. Ken Miley made a **MOTION** to offer employment to David Weller as a Laborer at a rate of \$16.00 per hour with a starting date of March 14, 2016. The **MOTION** was seconded by Dean Kresge; there were no dissenting votes.

ADJOURNMENT: There being no further business to come before the Board, a **MOTION** was made by Ken Miley to adjourn the regular meeting at 8:40 PM.

Respectfully submitted,


Marita R. Thomson, Office Manager

NOTE: The above minutes give a generalization of the meeting and is not a verbatim transcript.
Next resolution number: 2016-01