

***THE UPPER HANOVER AUTHORITY and  
UPPER HANOVER TOWNSHIP BOARD OF SUPERVISORS***  
**Minutes of Joint Meeting of  
September 3, 2015**

A joint meeting of The Upper Hanover Authority (TUHA) and Upper Hanover Township Supervisors (UHT) was held on Thursday, September 3, 2015, in the meeting room of the Township office, 1704 Pillsbury Road, East Greenville, Pennsylvania. The meeting was called to order at 6:02PM by Chairman Eugene Marks.

TUHA Board Members present were Chairman Eugene Marks, Vice-Chairman Trevor Smith, Treasurer Steve Harner, Secretary Dean Kresge and Assistant Secretary/Treasurer Kenneth Miley.

Upper Hanover Township Supervisors present were Richard Fain, Dorothy Diehl, Ben Fiorito, and Steven Rothenberger. Also present was Township Manager Stan Seitzinger.

Also present were William Kalb, Operations Manager; Marita Thomson, Office Manager; Michael Wetzel, TUHA Plant Operator; Samantha Lynam, Administrative Assistant; Stu Rosenthal, Gilmore Associates; Blake Dunbar, Solicitor; Paul Nowicki, Knoll Inc; Rachel Koder, Knoll Inc; and Herb Butz, Upper Hanover Township resident.

**PUBLIC COMMENT:** None.

**MINUTES OF PREVIOUS MEETINGS:** Dean Kresge made a *MOTION* to adopt the August 6, 2015 minutes as submitted; the *MOTION* was seconded by Steve Harner. The motion passed with no dissenting votes.

**AUGUST 2015 WATER & SEWER FINANCIAL REPORTS:** A *MOTION* was made by Steve Harner to approve the financial reports as submitted; the *MOTION* was seconded by Trevor Smith. The motion passed with no dissenting votes.

**CHECK REGISTER FOR AUGUST 2015:** A *MOTION* was made by Dean Kresge to approve the Check Registers with Water expenses of \$57,291.08 and Sewer expenses of \$51,376.13; the *MOTION* was seconded by Trevor Smith. The motion passed with no dissenting votes.

**APPROVAL OF BILLS FOR SEPTEMBER 2015:** A *MOTION* was made by Steve Harner 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.

**KNOLL, INC. SEWER:** Mr. Paul Nowicki, Facilities Manager representing Knoll, Inc. stated he presented the sewer connection tapping fees and quarterly service fees to his management. They felt the costs were high and asked what incentive TUHA proposes to make the project beneficial to both parties. Their existing onsite sewer plant is over 30 years old with operating costs of approximately \$150,000 per year. This estimate does not include capital improvements. Their permit was renewed in 2014 (good for 5 years) and their system is in DEP compliance. Mr. Nowicki pointed out that connecting to the sewer would incur costs to decommission their plant and tie in. He indicated he is uncertain about what pretreatment would be necessary; most outflow is sanitary and the boiler blow-off could bleed off gradually. The Board discussed options regarding right-of-way and easements negotiation to offset fees. Mr. Nowicki stated that the next step would be to have The Upper Hanover Authority discuss what they could do to make it more economically feasible for Knoll to hook into the sewer system.

**SOURCE WATER PROTECTION PLAN:** William Kalb reported that the draft plan was approved in July 2015, and that Eric Schantz and Marita Thomson will be attending the next upcoming meeting set for September 4, 2015. Nothing further to report.

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**PERKIOMEN ANIMAL HOSPITAL (PAH) – HEREFORD SEWER EXTENSIONS:** Planning modules have been approved by DEP. William Kalb reported that PAH submitted an application for sewer service (but was advised to hold tapping fees). Awaiting sewer design plans.

**GARAGE/LAB BUILDING:** Stu Rosenthal reviewed his proposal dated July 28, 2015 Contract Agreement for Design of Garage/Lab Building. After discussion, the proposal was tabled until next meeting.

**ST. PAUL'S CHURCH RD – MANDATORY SEWER CONNECTIONS:** Marita Thomson stated two properties have not connected and are requesting further consideration from the Board of Supervisors. The Township Board of Supervisors will review and discuss.

**ACT 537:** The Authority Board Chairman Eugene Marks asked the Township Supervisors if hearing the statements made by Knoll's representative, in regard to their commitment to sewer service, changed their thinking on approving the Act 537 Plan. The Supervisors asked TUHA to revise the cash flow analysis based on the \$2.1 million sewer system proposal on Water Street; Stu Rosenthal will complete for next meeting.

**BLOMMER CHOCOLATE CONTRACT:** Blake Dunbar recently drafted a letter to Blommer advising them of potential additional divert to haul of their wastewater flow unless they become more responsible with notifications to TUHA for sending untreated sewer to the plant. Trevor Smith suggested the letter include a deadline for a response from Blommer. A *MOTION* was made by Trevor Smith to send Blommer a revised letter upon approval of the Board; the *MOTION* was seconded by Steve Harner. The motion passed with no dissenting votes. The Board of Supervisors realize TUHA is experiencing ongoing treatment issues with Blommer waste and will be noted the event Blommer needs to come in to UHT for upgrades or changes in operations. It was brought to the Authority's attention that Blommer has recently leased building space for storage. The Authority and Township should be aware whether lease of the additional space has expanded operations at the factory.

**GIS:** Nothing new to report.

**YMCA – update:** Still waiting on As-Built Plans.

**MACOBY RUN PHASE 4A:** Stu advised that construction has started but has not involved sewer lines. William Kalb advised the Boards that Macoby Run has proposed a larger berm of 8,000 cubic yards between The Upper Hanover treatment plant and Phase 4A. The larger berm is desirable to TUHA since it would cut down on noise and odor from the treatment plant.

**THP NORTHGATE-PHASE 5A:** William Kalb reported that THP is working on the water and sewer lines on Northgate Boulevard, completing the loop between Buck Road and the water system.

The joint meeting concluded at 7:25PM.

**OFFICE MANAGER'S REPORT:**

**Office Manager's Report:** The Board reviewed the Office Manager's Report including Accounts Receivable balances, August billing of \$138,170.43 and August receipts of \$110,357.66.

**Customer #4106 Marks-refund request:** After review of Mr. Mark's account with the Board, the Board agreed a refund was justified. A *MOTION* was made by Trevor Smith to refund Keith Marks \$3,432.00 and adjust his account for a credit of \$458.00; the *MOTION* was seconded by Ken Miley. The motion passed with no dissenting votes.

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CD Bank Rates: The Board reviewed banking certificate of deposit rates provided by the Office Manager. The Board agreed the Office Manager and Ken Miley should review information on Internet Bank.

Website Design: Staff has started compiling information to put on the website and requested input from the Board.

**OPERATIONS MANAGER'S REPORT:** The Board reviewed the Operation Manager's Report dated September 2015.

Third and Penn St. Door: William Kalb advised the Board that the door on the Third and Penn Street building is rotted and needs to be replaced. The quote he obtained from Valley Lock & Door is \$1,375.00 for a new door, frame, and screen. William Kalb also presented the idea of purchasing a Hydrant Diffuser in order to direct the water in a downward motion with less force when flushing out hydrants. The quote he obtained from Exeter Supply is for \$1,823.00. A **MOTION** was made by Trevor Smith to purchase a new door and hydrant diffuser for a total of \$3,198.00; the **MOTION** was seconded by Dean Kresge. The motion passed with no dissenting votes.

Northgate Booster Pump: Chairman Eugene Marks asked about the status of the Northgate Water Booster Pump. William Kalb updated The Board about the Northgate Booster pump's condition, stating the new operating program will be expensive and recommends postponing for next year's budget. The jockey pump is running fine, and will now be running more regularly.

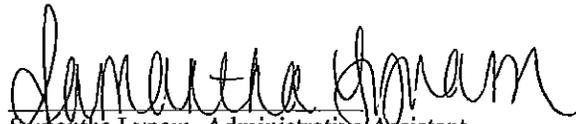
Pennsburg Second Street Storm Sewer Project: Chairman Eugene Marks inquired about the progress of the project and if TUHA is following construction to insure there is no conflict with the Authority water main. William Klab indicated he was following construction and had provided several new taps into the water main. Stu Rosenthal stated he had not heard of any conflict.

**SOLICITOR'S REPORT:** The Board review the Solicitor's Report dated August 27, 2015. Nothing further to report.

**ENGINEER'S REPORT:** The Board review the Engineer's Report dated September 3, 2015. Stu Rosenthal advised the Board the Area 1 water main replacement plan is 95% ready for Bill Kalb to review. He also expressed concern over lack of easements for properties where our waterline is located and proposed. Staff will research deed files for easements.

**ADJOURNMENT:** There being no further business to come before the Board, a **MOTION** was made by Trevor Smith to adjourn the regular meeting at 8:12 PM.

Respectfully submitted,

  
Samantha Lynan, Administrative Assistant

*NOTE: The above minutes give a generalization of the meeting and is not a verbatim transcript.  
Next resolution number: 2015-01*