

**CONEWAGO TOWNSHIP MUNICIPAL AUTHORITY**  
541 OXFORD AVENUE  
HANOVER, PA 17331  
**Meeting Minutes**  
**September 11, 2017**

The Conewago Township Municipal Authority met on September 11, 2017 for their Regular Meeting at the Township Office.

The following were in attendance:

Robert LeGore	Lynn Toft	Solicitor Robert L. McQuaide
Chris Stroup	Andrew Lawrence	Barbara Krebs
Francis Tananis	Michael Mehaffey, P.E.	Holly Zepp

There was no one in the audience.

Chairman LeGore brought the meeting to order at 6:00 p.m. with the Pledge to the Flag and a moment of silence.

**1. Minutes**

- Francis Tananis made a **motion** to approve the minutes of the Regular Meeting held June 12, 2017, as presented; the second was made by Andrew Lawrence. **Approved: Vote 5-0**

**2. Communications-correspondence to be discussed within the Engineer's Report-fyi**

- 7/11/17 Gannett Fleming: J.A, Myers, Review of building Addition at 170 Ram Drive
- 8/08/17 Gannett Fleming: J.A. Myers, Review of Linden Commons
- 8/22/17 Gannett Fleming: Trone Rental Properties-Review of Wetzel Drive Project
- 8/22/17 Gannett Fleming: Precision Cut new warehouse-capacity letter
- 9/06/17 Hanover Land Services: J A. Myers, Linden Commons, response to 8/8/17 G.F. review

**3. Public Comment**

- None

**4. Controller's Report**

- Treasurer's Report**  
Christopher Stroup made a **motion** to approve the Treasurer's Report for June 1, 2017 to August 31, 2017; Lynn Toft made the second. **Approved: Vote 5-0**
- QuickBooks Audit Trail Reports**  
Francis Tananis made a **motion** to approve the QuickBooks Audit Trail Reports for June, July, & August 2017; Lynn Toft made the second. **Approved: Vote 5-0**
- Stambaugh Ness-Annual Audit**  
After discussion, Christopher Stroup **motioned** to approve the 2016 Stambaugh Ness Annual Audit. Lynn Toft made the second. **Approved: Vote 5-0**
- Mr. ReHab Pay Request No. 2 for the contracted I & I Project**  
Mr. Tananis made a **motion** to ratify the payment made to Mr. ReHab on 7/18/2107; for pay request no. 2, dated June 26, 2017 in the amount of \$146,977.57. Mr. Stroup made the second. **Approved: Vote 5-0**

- **Rt 116 Project: reimbursement & payment per agreement**  
Holly Zepp explained that a reimbursement request form was prepared and submitted to PennDOT for an Engineering cost reimbursement of \$5512.23, for the Rt. 116 resurfacing/manhole replacement project in the Brushtown area.

#### 5. Past due sewer bills and requests for waivers

- **Past Due Reports by Holly Zepp**  
Holly was directed to forward the information for 731 Third St. to Solicitor McQuaide so he may send a notice of intent to file a municipal lien to the property owner.
- **Waiver/Adjustment Requests**  
709645 Duble, 81 Conewago Dr. Requested \$50.00 penalty waiver  
Chris Stroup made a **motion** to waive the \$50.00 penalty on account 709645 incurred in the May 2017 sewer billing. Lynn Toft made the second. The **motion carried** with a vote of 4-1 with Chairman LeGore casting the opposing vote.

820223 Fox, 76 Seneca Dr. Requested an adjustment for excess water consumption, it was an outside leak which went into her yard.

Christopher Stroup made a **motion** to make an adjustment to account 820233 for the excess water consumption. Francis Tananis made the second.

**Approved: Vote 5-0**

820626 Panzer, 66 Barley Cir. Requested credit due to leaking toilet.

Chris Stroup made a **motion** to deny the request to credit 820626 for the leaking toilet.

Francis Tananis made the second.

**Request Denied: Vote 5-0**

Mr. Stroup suggested a payment plan and the board was in agreement to allow a payment plan for the excessive sewer bill.

824533 Paulin, 19 Dickinson Dr. Requested adjustment-outside leak/water went into yard.

Christopher Stroup made a motion to approve an adjustment to account 824533 for the excess water consumption. Lynn Toft made the second.

**Approved: Vote 5-0**

- **August Billing water shut off for non-payment :**  
Scheduled for October 10, 2017; Holly indicated that water shut off notices will be sent and posted on September 29, 2017.

#### 6. Report from Engineer, Michael Mehaffey, P.E. of Gannett Fleming

Michael Mehaffey provided the members with a report of current Authority Engineering Activities. The report will be included as part of official minutes. The following items were discussed:

- **2016-2017 Sanitary Sewer Rehabilitation Project**  
Mr. Mehaffey explained that the current I & I project has been completed and Gannett will do the final inspections this month. Mr. Mehaffey provided the members with a map and explained the next phase which will be within Sewer Sheds 2 and 7. The next phase has been put out for bids.
- **Chapel View Sanitary Sewer Easement:**  
A resident on Friendly Drive planted trees in the sewer easement.  
After discussion, the board authorized Solicitor McQuaide to research the issue and send correspondence to the homeowners to have the homeowners remove the trees.

- **J.A. Myers , 170 Ram Dr. Building Addition**  
The review of July 11, 2017 directed the applicant to have the sewer lines air tested.
- **J.A. Myers Linden Commons**  
Mr. Mehaffey advised that all technical comments regarding the plan have been addressed.
- **Trone Rentals Property on Wetzel Drive:**  
Mr. Mehaffey reported that the EDU Assessment is 13 EDU's and the ERU amount can be increased in the future if property's use changes.
- **Precision Cut-Proposed Warehouse-request for sewer capacity**  
Mr. Mehaffey stated that Gannett Fleming acknowledged that sewer capacity is available.

#### **7. Report from Solicitor**

- As directed by the Board at the June 2017 meeting, Solicitor McQuaide reviewed the inter-municipal agreement dated July 31, 1995. He discussed with Board and all were in agreement that no action is necessary at this time.

#### **8. New Business**

- **Allwood Manor Pump Station Generator:**  
A report from Scott Small dated 7/25/17 was shared with the members regarding a mechanical issue with the generator at the Allwood Manor Pump Station. The issue was the water pump; which was repaired by Winter Generator.

#### **9. Old Business**

- None

#### **10. Announcements/Comments**

- Board of Supervisors Meeting: September 18, 2017 at 7:00 p.m.
- Zoning Hearing Board: October 4, 2017 at 6:00 p.m.
- Planning Commission: October 5, 2017 at 6:00 p.m.
- Municipal Authority: December 11, 2017 at 6:00 p.m.

At 6:49 p.m. Mr. Tananis motioned to adjourn. Chris Stroup made the second. **Approved: Vote 5-0**

**Respectfully Submitted,**

**Holly Zepp  
Municipal Authority Controller**