

At 7:00 PM Chairman Jeff Enders called the meeting to order, and the Pledge of Allegiance was recited. Roll call was taken with the following members present Carl Bahner, Jeff Warfel, Jon Miller and Dennis Malone. Tim Neiter and Jeff Gonsar were absent. Engineer Logan Jury, Solicitor Jack Kerwin, Consultant Jeff Grosser, Operator Logan Stiely and Operator Shane Schadel were in attendance. Everyone present recited the Pledge of Allegiance.

BUSINESS FROM THE FLOOR

No residents in attendance however business submitted by phone or email through the business office:

- A. Sewer Extension Project: A sewer extension property owner is seeking guidance when funding options (grants & loans) are denied to ineligibility. Board advised that this will need to be handled on a case-by-case basis, with supporting documentation. Privacy/discretion concerns were raised; the Board advised names will not be public.
- B. Sewer Extension Project: Baker's Archery received the Notice-To-Connect and called with concerns due to an agreement made regarding tapping fees and the project use of their properties. Board confirmed this is accurate regarding tapping fees and confirmed the apartments are a 4 EDU property.
- C. Sewer Extension Project: Grinder Pump Formal Concern Notice, via email from 153 Powells Valley Road. Assigned to Solicitor.
- D. Bill Adjustment Requested: Property owner requested an adjustment due to excessive meter reading count. Meter reading was verified and request was declined.
- E. HAHS: Meter reading was high again. Operator Derek Grosser to be in contact, review for additional leaks and review again after reading for 1Q2026.

SECRETARY'S REPORT

Carl Bahner moved to approve the Secretary's report. Dennis Malone seconded the motion; the motion was carried unanimously.

TREASURERS REPORT

Jeff Warfel moved to approve the Treasurer's report. Jon Miller seconded the motion; the motion was carried unanimously.

ENGINEER'S REPORT

See HRG Engineer's Report at the end of the minutes.

1. Sewer Extension Project-
 - a. Contractual AFP/Adjustment Change Order
 - i. Change Order #9: Unit Quantity Change Order

Jeff Enders moved to approve Change Order #9. Jon Miller seconded the motion, the motion carried unanimously.

- ii. PV Payment Request #28: The total amount of the PENNVEST Payment Request #28 for the Halifax Area Water & Sewer Authority's Sewer Extension Project is \$1,323,629.88 of Construction Costs & Engineering Fees. For Construction Costs, please note these costs are split between PENNVEST Funds and Authority Funds. The reason for this is the attached AFP will use the remaining amount left in the PENNVEST Contract 2022-01 Budget. Please also note that all Engineering Funds are attributed to Authority Funds. Therefore \$729,024.46 of PV #28 is attributed to PENNVEST; \$594,605.42 is attributed to Authority Funds.

Jeff Enders moved to approve PV #28 as stipulated. Dennis Malone seconded the motion, the motion carried unanimously.

2. Well House
3. Halifax Commons
4. Rise Street Beverage
5. Baker's Pump Station

- a. CFA Grant awarded \$275K of the \$500K request. (\$40K towards meter replacement)

6. Misc Items:

- a. Lead & Copper Survey letters completed mailed 12/18/2025. (by HAWASA)
 - i. 626 Sent/31 Responses/20 Returned by USPS
- b. SRBC Grant: (HAWASA matching 10% funds)

Carl Bahner moved to apply/accept the SRBC as submitted with 10% HAWASA funds match & \$40K designated for meter replacement. Jon Miller seconded the motion, the motion carried unanimously.

- c. Boyer Street Pump Station: Submersible Improvements Costing

SOLICITOR REPORT

- A. Law/By-Law 24 Hour Notice
- B. Dobbs Letter: Meter Change

CONSULTANT REPORT

No report- appreciated the HAWASA dinner.

OPERATOR'S REPORT

Pulled Arsenic, Nitrate/Nitrite samples, Fixed leak @ Halifax Bank Drive through (leaking toilet), Callout for sewer back up @341 Mountain view drive (In house issue), Monthly pump maintenance, Meeting with homeowners on Fellowship Drive, investigate sewer smell in house @ 14 Oak Ave (No smell detected at time), Help Dave from borough install new door on reservoir, PA1 calls, clean up mini fire at Sewer Plant, Lead and copper survey Pictures, call out for sewer backup @ 137 Powells Valley road, Flushed Diffusers at sewer plant out with fire truck (Grosser Excavating), fix water leak @ Green Street

OLD BUSINESS

- A. HAWASA Office Printer Lease Quote

Jeff Warfel moved to approve of accepting printer lease quote by Marco Technologies. Jon Miller seconded the motion, the motion carried unanimously.

- B. MidPenn Bank/Elan Financial Credit Cards: Update: Pending Financials/Application
- C. HAHS #03480 Water Usage & EDU Count Review: tabled to February 2026 Meeting.
- D. Online Payments Update: Well received by public and receiving payments daily.
- E. Mailing Address/Email Update- In process
- F. MOU accepted & signed by Jackson Township

NEW BUSINESS

- A. NTC Batch 2: Mailed 01/14/2026 via USPS Certified Mail, Return Receipt Requested
- B. Payroll Direct Deposit and Positive Pay, offered at no charge by Mid Penn Bank.

Jon Miller moved forward with payroll direct deposit and Positive Pay through MidPenn. Carl Bahner seconded the motion, the motion carried unanimously.

- C. Laptop Quotes Provided: Tech-Port \$2000; MIS Computers \$1380

Dennis Malone moved to approve the purchase of a laptop through MIS. Jon Miller seconded the motion, the motion carried unanimously.

- D. Postage Meter Quoted at \$19.95/month with 12-month contract-3 months free, 24-month contract-6 months free,

Jeff Enders moved to approve the postage meter. Jon Miller seconded the motion, the motion carried unanimously.

- E. Tech support services needed real-time during regular business hours. Tech-Port unable to provide a quote for retainer services. MIS Computers offered a quote of \$375/month.

Jeff Warfel moved to approve MIS Computers tech support retainer. Jon Miller seconded the motion, the motion carried unanimously.

- F. .Gov Website: Suggest working towards moving from GoDaddy website to .gov website.

Jon Miller moved to approve the acquisition of a .gov website and moving from GoDaddy. Carl Bahner seconded the motion, the motion carried unanimously.

- G. HAWASA Business Office Fax Line: Keep or Cancel. Board determined there is no need to keep one at the business office; there is one at WWTP if needed.

H. Correspondence: Miller 153 Powells Valley Road formal concerns of grinder pump & plumbing issues. Operator Derek Grosser reported inspection was made after receiving a report of slow drain. Found equipment on and in operational order. Recommended there is possibly a block and suggested to contact a plumber. Deferred to HRG/Jeff Enders for response.

I. Wage Review:

- Jeff Warfel moved to increase full-time Operator wages by 3%. Carl Bahner seconded the motion, the motion carried unanimously.
- Jeff Warfel moved to offer Secretary/Treasurer additional monthly wages of \$2000 for Jackson Township services; dropping down to \$1600/monthly once everything is fixed/resolved. Jon Miller seconded the motion, the motion carried unanimously.

J. Halifax Borough MOU

Jeff Warfel moved to accept MOU from Halifax Borough at \$475/month for Secretary/Treasurer Services & Office. Dennis Malone seconded the motion, the motion carried unanimously.

APPROVAL OF BILLS

Jon Miller moved to approve payment of the bills as presented. Carl Bahner seconded the motion; the motion was carried unanimously. .

ADJOURNMENT

Jon Miller moved to adjourn the meeting at 8:50PM. Jeff Enders seconded; the motion was carried unanimously.

Respectfully Submitted,

Shelley Miller
Secretary/Treasurer

**NEXT MEETING TUESDAY, FEBRUARY 10TH AT 7:00PM
AT THE BORO BUILDING**



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ENGINEER'S REPORT

HALIFAX AREA WATER AND SEWER AUTHORITY

Report Period: January 2026
HRG Project Number: 001650.0425

January 20, 2026

HALIFAX TOWNSHIP SEWER EXTENSION PROJECT

Project status updates since the December Authority meeting:

Doli Construction (Contract 2022-01):

- HRG has coordinated with Doli on final payment on work completed to date and prepared AFP 22 for Authority consideration.
- With submission of AFP 22, HRG has prepared an Adjusting Change Order to rectify contract totals for the 2022-01 Contract. This Change Order (#9) will be the final Change Order on the Contract.
- HRG has reviewed work items to be completed to achieve Final Completion with Doli. This work, which includes site stabilization and yard restoration will be completed following the start of the spring growing season.

PSI Contracts (2022-02 & 2022-03):

- HRG issued a formal deficiency notice to PSI related to time overruns on Contract 2022-02 and 2022-03 on January 20, 2026.

PENNVEST Requisition No. 28:

HRG has assisted the Authority in preparing PENNVEST Requisition No. 28 for the project in the amount of \$1,323,629.88, which includes interest costs and contractor payment requests. The cost breakdown of the requisition amount is listed below.

- Contract No. 2022-01 (Doli) \$ 1,271,691.65 (AFP #22)
- Engineering Fees \$ 51,938.23

The Authority is asked to consider the following action items relative to the construction contracts:

ACTION ITEMS:

- 1) Authority approval of PENNVEST Requisition No. 28 in the amount of \$1,323,629.88**
- 2) Consideration of CO. No. 9 (Adjusting Change Order) for Contract 2022-01**

Miscellaneous Project Items:

HRG is continuing to address various project related items, including:

- PENNVEST/DEP Project Inspection
 - Completed November 17, 2025 – awaiting final signatures from DEP
- Water and Sewer Service Extension – 52 Creek Road
 - Site visit completed November 4, 2025
 - HRG is coordinating prospective easement agreements
- Sewer Lateral Easement Agreement – 22 Matamoras Road
 - HRG is preparing documentation for solicitation of quotes related to relocation of the lateral

DISINFECTION SYSTEM MODIFICATIONS PROJECT

Entry Point (EP) 102 and EP 103 treat raw water from Well 3 and Well 1, respectively, utilizing chlorine gas. The Disinfection System Modifications Project (Project) will replace existing chlorine gas disinfection system with a sodium hypochlorite disinfection system consistent with current treatment at EP 101. The Project includes the following components: demolition of existing chlorine gas disinfection equipment at EP 102 & 103, installation of new sodium hypochlorite storage and secondary leak containment protection, and installation of new chemical feed pumps (duty and standby).

Updates since previous Meeting:

HRG has finalized PWS Permit Application packages for both wellhouses and has provided copies to Authority staff for review and comment. After incorporating any revisions into the permit sets, HRG is prepared to submit these permits to PA DEP on behalf of the Authority.

LAND DEVELOPMENT PROJECTS

Halifax Commons – Halifax Township

NO UPDATE. PREVIOUS REPORT: HRG conducted fire hydrant testing on April 25, 2024 with the help of Authority staff. This information was provided to the Developer's Engineer for review.

HRG has been providing some additional assistance to the Developer's Engineer on operation of the water system and available pressure and has provided standard construction details for inclusion in their pending plan resubmission.

Rise Beverage – Halifax Township

NO UPDATE. PREVIOUS REPORT: Light-Heigel & Associates submitted a Preliminary/Final LD plan to Halifax Township and the Authority on January 17, 2025. They have requested a letter verifying capacity within the system. HRG has had correspondence with the Developer and Kerwin & Kerwin LLP related to relinquishing the easement at the property.

North Sixth Street Property

NO UPDATE. PREVIOUS REPORT: HRG was contacted by a developer constructing a home on the corner of North Sixth Street and Strawberry Alley. Currently, sewer service on North Sixth Street exists only to the property line of 30 North Sixth Street, which is adjacent to the proposed development. Strawberry Alley is now sewered, but sewer runs along North Fifth Street.

The homeowner has requested direction on approval for a sewer connection. Two considerations exist:

1. Extension of sewer along North Sixth Street
2. Extension of sanitary sewer lateral into the public ROW
 - a. This could occur as a low pressure sewer line connected to the Sixth Street sewer line or connection to the Fifth Street sewer line.

MISCELLANEOUS SERVICES

HRG continues to provide assistance on the following:

Reservoir Line Water Quality Improvements:

1. Authority staff noted cloudy/dirty water reports on the Reservoir Water Main since removal of a hydrant eliminated the capability of flushing this line.
2. HRG has prepared a recommendation for improvements to allow for line flushing for consideration.

SRBC Consumptive Use Mitigation Grant Program:

1. HRG has prepared the grant application package for submission to the SRBC by end of January.

Action Item: Matching Funds Commitment Letter

Baker Water Booster Pumping Station

1. HRG received notice the Authority has been awarded \$275,000 towards the replacement of the pump station from the DCED Small Water and Sewer Program (CFA).

Boyer Street Pumping Station Evaluation:

1. HRG conducted a site visit to the Boyer Street Pumping Station on January 9, 2026. The Authority conducted a rehabilitation project on the pump station in 2015 and converted the station from an air lift station to a submersible station. The old wet well structure was maintained and modified to accommodate installation of the new pumps.
2. The rehabilitation project solved the issue of frequent overflows at the pumping station but did little to address safety concerns and did not consider necessary maintenance considerations for the station. The station requires operator entrance but is a confined space with inadequate ventilation. The new submersible pumps cannot be accessed without entering the wet well.
3. The Authority has requested HRG review the conditions of the station and provide recommendations for improvements.

If you have any questions on any of the items contained in our Report or require further information, please do not hesitate to contact me.

Engineer's Report
Halifax Area Water and Sewer Authority
January 20, 2025
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Herbert, Rowland & Grubic, Inc.

Logan M. Jury

Logan M. Jury
Team Leader | Water & Wastewater

LMJ

Enclosures

c: Derek Grosser - Halifax Area Water & Sewer Authority (HAWASA)
Joseph Kerwin, Esq., Solicitor - Kerwin & Kerwin, LLP
Hoover Financial Services