

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 Jeff Enders, Jon Miller, Jeff Warfel, Tim Neiter, Ken Hoover and Carl Bohner. Jeff Gonsar was not present. Solicitor Joe Kerwin, Engineer Logan Jury, Operators Jeff Grosser, Derek Grosser, Logan Stiely and Shane Schadel were also in attendance. Citizens in attendance: Brad Harker, Chairman for RockSTART daycare; Krista Keiter, Executive Director for RockSTART daycare; Citizens Dennis Wishard and Kara Keller of 207 Market Street and Brian Bruner of Dollar General and to speak on behalf of Mike Horning of Horning Hardware.

REORGANIZATION

Chairman Enders turned the floor over to Solicitor Jack Kerwin. The floor was opened for nominations for the position of Chairman of the Halifax Water & Sewer Authority. Ken Hoover nominated Jeff Enders. Jon Miller seconded the nomination and by unanimous vote, Jeff Enders was elected Chairman. Jon Miller made a motion to close nominations for chairman, Jeff Warfel second and the motion was carried unanimously.

Solicitor Jack Kerwin turned the floor over to Chairman Enders and nominations for Vice Chairman of the Halifax Water & Sewer Authority. Jon Miller nominated Jeff Gonsar. Jeff Warfel seconded the nomination and by unanimous vote, Jeff Gonsar was elected Vice Chairman. Jon Miller moved the motion to close nominations for vice chairman and Jeff Warfel seconded, the motion was carried unanimously.

A motion was made by Jeff Warfel to retain all current professionals/ chair seats, pertaining to Kerwin and Kerwin as Solicitor, HRG as Engineer, and Hoover Financial Services as Secretary/Treasurer. Jon Miller seconded, and the motion was carried unanimously.

BUSINESS FROM THE FLOOR

1. Brad Harker, Chairman for RockSTART daycare requested a waiver/exemption/accommodation for the multiple EDU's and associated tapping fees for RockSTART to connect to the sewer extension. He provided that RockSTART serves 51 families and is a non-profit organization fighting to keep tuition rates low and affordable for community families. They are only open Monday through Friday, no weekends and many of their students are in school throughout the day or are still in diapers. Krista Keiter, Executive Director for RockSTART provided a letter reiterating the request. Some options discussed included tapping fee variance options, meter the system and charge for usage, meter on well and charge in line with consumption/usage. *Jon Miller moved to table the topic for further review and discussion at the next meeting. Jeff Warfel seconded the motion and the motion carried unanimously.*

RockSTART was initially billed for Tapping Fees at (3) Edu's and it was advised they would receive a new invoice corrected reflecting (2) EDU's.

2. Citizens Dennis Wishard and Kara Keller of 207 Market Street requested HAWASA assistance regarding the water/sewer bills passed onto them from their landlord Chris Smucker. Citizen Wishard advised that if any of the 3 rental units are vacant, the landlord distributes those charges to remaining tenants. Discussion was had amongst the Board as well as with Citizen Bruner who is also a landlord. Consensus is that this does not appear to be a fair or reasonable practice or expectation however it is a civil matter. HAWASA is unable to dictate landlord rental policies.
3. Citizen Brian Bruner expressed concerns over the intended plans for sewer connection due to elevation issues affecting both Dollar General and Horning's Hardware. After discussion amongst the Board, HRG Engineers and Brain Bruner- alternatives were presented with proposed grinder pumps, smaller pipes, etc. Determination as to who would pay was discussed since previously it was decided the costs would fall back to the store owners as opposed to being part of the project as other organizations are. *Ken Hoover moved to roll Dollar General and Horning's Hardware into the project. Carl Bahner seconded the motion; the motion was carried unanimously.*

4. Citizen Bruner is also looking for options to change how his 21-unit apartment building is billed at (1) EDU per unit. He offered that for mortgage and insurance purposes it is considered a commercial property but as residential units, HAWASA bills on a residential basis of (1) EDU per apartment- as stated in the Rules & Regulations. Discussion included billing by usage, commercial application. Engineer Medinsky to reach out to Bob Kissinger to see how it was done in the past. Chairman Enders also suggested the possibility of a rate study in which Citizen Bruner expressed interest in participating in.

SECRETARY'S REPORT

Carl Bahner moved to approve the secretary's report. Ken Hoover seconded the motion; the motion was carried unanimously.

TREASURER'S REPORT

Ken Hoover moved to motion approve the treasurer's report. Jeff Warfel 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. PENNVEST Payment Request #18 for the Halifax Area Water and Sewer Authority's Sewer Extension Project is \$101649.33 of interest costs and construction costs.

Jon Miller moved to approve PV Request #18. Jeff Warfel seconded the motion; the motion was carried unanimously.

- b. Contract 2022-01 Change Order #4 proposed for Miscellaneous Project Adjustments (see report)

Ken Hoover moved to approve Contract 2022-01, Change Order #4. Carl Bahner seconded the motion; the motion was carried unanimously.

- c. Contract 2022-02 Change Order #4 pending revisions.

- d. Supplement is suggested to rectify engineering expense funds through PennVEST, to recoup approximately \$434K.

Ken Hoover moved to approve supplements for engineering fees. Jeff Warfel seconded the motion; the motion was carried unanimously.

2. 5th & Armstrong Street Water Project

- a. No activity projected until Spring.
- b. One of the property owners that was affected by the water damage during the project expressed dissatisfaction with the clean-up end results. Chairman Enders met with the owner to review the concerns and was unable to find or determine any additional solutions were needed. Discussion with Solicitor Jack Kerwin found him in agreement.

A. Misc Items:

1. RISE STREET BEVERAGE: Pending escrow agreement & funds.

SOLICITOR'S REPORT

No report.

CONSULTANT'S REPORT

No report.

OPERATOR'S REPORT

PA One Calls completed; Samples pulled; repairs made. All is going well.

OLD BUSINESS

- A. Secretary/Treasurer HFS provided first batch of Notice To Connect letters/packets went out to 120 residents and applications were submitted beginning the next day.

NEW BUSINESS

- A. Solicitor Kerwin advised that an Assistant Secretary/Treasurer with signing privileges can be (to include checks) done by resolution.

Ken Hoover moved that a resolution be created/approved to add an Assistant Secretary/Treasurer to the Board. Jon Miller seconded the motion, and the motion carried unanimously.

EXECUTIVE SESSION

Jon Miller moved to enter into Executive Session. Ken Hoover seconded the motion, and the motion carried unanimously.

Executive Session entered at 8:59PM.

Executive Session exited and normal session resumed at 9:15PM.

Jeff Enders moved to increase hourly rates for:

Lead Operator Derek Grosser by \$6/hour

Shane Schadel by \$1/hour

Logan Steily by \$1/hour. Jeff Warfel seconded the motion, and the motion carried unanimously.

APPROVAL OF BILLS

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

ADJOURNMENT

Jon Miller moved to adjourn the meeting at 9:18PM. Carl Bahner seconded; the motion was carried unanimously.

Respectfully Submitted,

Hoover Financial Services
Secretary



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ENGINEER'S REPORT

HALIFAX AREA WATER AND SEWER AUTHORITY

Report Period: January 2025
HRG Project Number: 001650.0425

January 21, 2025

WASTEWATER TREATMENT PLANT UPGRADE & CONSENT ORDER AND AGREEMENT (COA)

HRG continues to coordinate with PSI to ensure that all items included in Correction Period punchlist are completed by PSI.

HALIFAX TOWNSHIP SEWER EXTENSION PROJECT

Construction activities associated with the Project include the following significant work items since last month's meeting:

Doli Construction (Contract 2022-01):

- Doli has stopped work within the PennDOT ROW until 2025 pursuant to the Contract Time extension. The tentative start date for work in the PennDOT ROW is Mid-March, dependent on weather and availability of pavement.
- Grinder Pump Basin and Control Panel installations, Testing and Report and Start-ups completed for upper section of Project area including: Parmer Drive, Lauren Lane, Galli Road, Powells Valley Road, River Road (State Route 0147), Sycamore, and Maple Drive.
- Low Pressure Sanitary Sewer Main installation completed along Matamoras Road, Roadcap Lane, and Creek Road. Hydrostatic testing of these mains has been postponed due to weather.

Doil's formal request for a Contract Time extension for work on SR 225 was approved at the October Authority meeting. May 29, 2025 has been established as the new Substantial Completion date.

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

- PSI continues to perform work to ready the Roadcap Lane Pump Station for service, though this station will likely not be started until Spring/Summer 2025 when the remainder of Doli's work is completed and all main-line sewers and force mains in SR225 are completed and tested.
- Certificate of Occupancy inspections for the Roadcap and Creek Road pumping stations are scheduled for January 22, 2025.

Miscellaneous Project Items:

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

- Issuance of Substantial Completion documentation
 - HRG completed a substantial completion walkthrough for the contracts and is finalizing Substantial Completion documents for portions of the work determined to be Substantially Complete. HRG has provided a draft punchlist to the contractor to allow them to begin addressing work items.
- Property Owner Notice to Connect Letters
 - HRG continues to coordinate with Hoover Financial Services for notifying residents of connection requirements and issuing notice to connect letters. The first round of Notice to Connect letters were mailed on January 14, 2025
- PENNVEST Change Order Documentation
 - HRG is working with PENNVEST to formalize Change Order documentation for several recent change orders for Contract 2022-01. Due to pending changes associated with the Hornungs and Dollar General connection Change Order, this change order is not being submitted to PENNVEST at this time. Holding this change order requires adjustments to subsequent change order for accounting purposes. HRG has prepared revised Change Order documentation for signature. These change orders have already been previously approved.
- Connection of Hornungs and Dollar General Properties
 - HRG prepared and the Authority executed a Change Order for Contract 2022-01 to provide a lateral for connection to the Hornungs and Dollar General properties. HRG completed HOP permitting for these sites.
 - HRG is aware that the property owners have requested alternative means of connecting to the sanitary sewer system.
- Contract 2022-02: CO Request No. 4 – Retaining Wall Modifications
 - HRG has received a COR from PSI related to modifications to the retaining wall at the Roadcap Lane Pumping Station.
- Contract 2022-01: Change Order No. 4 – Miscellaneous Project Adjustments
 - HRG has received CO Request Documentation for several project items that has been prepared as CO No. 4 for Contract 2022-01. These items include:
 - Contract adjustment for PENNDOT driven replacement of underdrain along SR 225
 - Contract adjustment for post mounting grinder panels at homeowner request
 - Contract adjustment for cesspool remediation at 15 Roadcap Lane

PENNVEST Requisition No. 18:

HRG has assisted the Authority in preparing PENNVEST Requisition No. 18 for the project in the amount of \$101,649.33, which includes interest costs and contractor payment requests. The cost breakdown of the requisition amount is listed below.

• Contract No. 2022-01 (Doli)	\$ 98,228.71 (AFP #14)
• Interest Fees	\$ 3,420.62
• Engineering Fees	See Below

Please note that this Requisition excludes payment of HRG's monthly invoice for engineering services. HRG has prepared a contract supplement to address the Contract Time Extension. Once approved, this will allow PENNVEST funds to be applied towards invoices currently paid from Authority funds.

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

ACTION ITEMS:

- 1) Discussion on Hornungs and Dollar General Connections
- 2) Discussion on COR No. 5 for Contract 2022-02 – Retaining Wall Modifications
- 3) Authority approval of PENNVEST Requisition No. 18 in the amount of \$101,649.33
- 4) Action on CO No. 4 – Miscellaneous Project Adjustments
- 5) Action on HRG Supplement No. 4 – Construction Phase Services Extension

FIFTH & ARMSTRONG WATER MAIN REPLACEMENT PROJECT

The construction Contract for this project has been issued to Mid-State Paving, and the Pre-construction Conference for this project was held on August 28, 2024 at the Borough Building.

Fifth & Armstrong Water Main Replacement Project Schedule	
Notice to Proceed	August 28, 2024
Substantial Completion	December 26, 2024
Final Completion	January 25, 2025

HRG conducted a Substantial Completion inspection on December 5th, 2024 with representatives from HAWASA and Mid-State Paving. Mid-state paving has completed all work associated with replacement of the mains along Fifth Street and Armstrong street and has reconnected all service lines. All pavement within Borough ROW has been repaired. Paving within PennDOT ROW will be completed in the spring along with vegetative restoration. HRG has prepared a punchlist of minor work items to be completed before Mid-State Paving demobilizes until spring.

Updates since December 2024 Meeting:

HRG has prepared a CDBG Monthly Progress Report for the December reporting period for submission to the County.

NEW LAND DEVELOPMENT PROJECTS

Sycamore Ridge – Halifax Township

NO UPDATE. PREVIOUS REPORT: There have not been any recent updates on the Developer's Plans for this Project.

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

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 will provide a recommendation to the Authority on this plan following review.

MISCELLANEOUS SERVICES

HRG continues to provide assistance on the following:

Lead and Copper Service Line Inventory:

1. The Lead and Copper Service line Inventory was submitted to PA DEP by the October 16, 2024 deadline
2. HRG has been assisting Authority staff in posting notice to homes per requirements of the Inventory.

Grant Funding Opportunities:

1. *CFA LSA Statewide Grant Program:*

- a. HRG finalized and submitted an application for a proposed water main replacement project along Peters Mountain Road to the LSA Statewide Program
 - b. Applications are due November 30, 2024
2. **Susquehanna River Basin Commission (SRBC) Consumptive Use Mitigation Grant Program**
- a. SRBC provides a grant funding stream to municipalities seeking to complete improvements within their water system to mitigate water losses. HRG has successfully submitted grant applications for clients to this program for projects related to leak detection and monitoring. The SRBC program may provide an opportunity for funding replacement of meters within the system with meters equipped with leak detection.
 - b. The grant is contingent upon a 20% match.
 - c. Applications are due January 31, 2024.

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.

Herbert, Rowland & Grubic, Inc.



Justin J. Mendinsky, P.E.
Group Manager | Water & Wastewater

JJM/LJ/rb

Enclosures

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