

At 7:01 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, Jeff Gonsar, Tim Neiter, Jeff Warfel and Carl Bahner. Jon Miller was not present at the opening of the meeting. Solicitor Jack Kerwin, Engineer Logan Jury, Operators Jeff Grosser, Derek Grosser, Logan Stiely and Shane Schadel were also in attendance.

#### **INTRODUCTION OF NEW BOARD MEMBER**

Ken Hoover emailed the Secretary/Treasurer advising that he would not be at future Board meetings as Halifax Township appointed someone else. At the time of this meeting, the HAWASA Board has not been advised of this nor who the replacement is. The new board member was not in attendance.

#### **BUSINESS FROM THE FLOOR**

None

#### **SECRETARY'S REPORT**

*Jeff Warfel moved to approve the Secretary's report. Jeff Gonsar seconded the motion; the motion was carried unanimously.*

#### **TREASURERS REPORT**

*Carl Bahner moved to approve the Treasurer's report. Tim Neiter seconded the motion; the motion was carried unanimously.*

One Million Dollar CD held at MidPenn bank is up for renewal with a value of \$1,040,455.28. Best rates were offered by: Member's 1<sup>st</sup> Credit Union-\$500,000 for 11 months at 4.25% APY and Pennian-\$500,000 for 6 months at 4.25% APY. Members' 1<sup>st</sup> Credit Union had a delayed response as well as significant additional requirements to open a CD account. Pennian matched Member's 1<sup>st</sup> rate.

*Tim Neiter moved to open both CDs as described with Pennian Bank. 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 #20 for the Halifax Area Water and Sewer Authority's Sewer Extension Project is \$133,341.85 of interest costs and construction costs.

*Jeff Gonsar moved to approve PV Request #20. Tim Neiter seconded the motion; the motion was carried unanimously.*

- b. Powells Valley Road curb stop installs and resulting local service disruption notifications will be handled by HRG to make sure proper notice is made.

- c. Doli prepped to resume work 03/17/2025 and began 03/18/2025-same road closure procedures in place as during work in 2024.

##### **2. 5<sup>th</sup> & Armstrong Street Water Project**

- a. See HRG Engineer's Report
- b. Anticipated pavement touch-up, lawn restoration for the first-second week of April

##### **3. Halifax Commons:**

- a. No report, no activity

#### 4. Rise Street Beverage

- a. See HRG Engineer's Report
- b. Preliminary/Final LD plan has been submitted to Halifax Township.
- c. HAWASA "will serve" letter needs signed.
- d. Requested HAWASA release/dispose/extinguish easement on the property. Discussion confirmed easement was in place as a precautionary measure pending potential sewer needs however that is no longer needed.

*Tim Neiter moved to annul the easement, to be drawn up by Rise Street Beverage with no costs to HAWASA. Jeff Warfel seconded the motion; the motion was carried unanimously.*

#### 5. Misc Items: Grant Funding Opportunities

- a. CFA 2025 Grant year opens with applications due 04/2025. Potential projects are being reviewed with financial requirements limiting to Borough projects. Engineering expense proposed at \$5-6000 for up to \$500,000 grant with a 15% Authority match.

*Jeff Enders moved to proceed with CFA Grant Application for the Baker's Station. Carl Bahner seconded the motion; the motion was carried unanimously.*

- b. Due to the funding/spending freezes currently being enacted, CDBG funding will not likely be received or will be significantly reduced. Funds received to go towards 5<sup>th</sup> Street sidewalk/street rehab.

#### **SOLICITOR REPORT**

Contract drafted for payment agreement between RockSTART Quality Christian Early Learning Center & HAWASA for Sewer connection.

*Jeff Gonsar moved to approve the contract as described. Carl Bahner seconded the motion; the motion carried unanimously.*

#### **CONSULTANT REPORT**

Jeff Grosser requested clarification on grinder pump repairs responsibility. It was clarified by Engineer Jury that a grinder pump first time issue will be handled by HAWASA. However, future repairs, if determined to be due to neglect, abuse or misuse will be the responsibility of the Homeowner.

#### **OPERATOR'S REPORT**

- Organized and cleared parking lot being sewer plant, Located water lines from Fire & Ice to Billow Insurance, Located water lines from 3155 Peters Mountain Rd to 3282 PMR, Replaced Jet Pump at Mtn, 3 water shut offs- 2 back on, Installed new water meter/reader 33/35 S. Front Street, Installed new meter reader @ Riverview Garden Cemetery, Shut off water @ Yeager Apt and Valley View Apartments for repairs, Located and Repaired leak @ 23 Birch Ave, Placed top soil and planted seed @ 109 Mtn View (previous leak), Located water and Sewer @ empty lot beside 3 Dustin Lane for developer, Serviced mowers for upcoming season, Maintenance on all pumps @ plant and throughout the water system, Class on Tuesdays for Shane and Logan. Last one on 3/31/25

With HAWASA owned trucks, Chairman Enders requested Mileage/Driver Log Books for the HAWASA company trucks. A tour of the Waste Water Treatment Plant was discussed as well as visiting the multitude of pump stations and project locations. It was agreed to hold the April meeting at the plant. Solicitor Kerwin to advertise public notice of the location change.

#### **OLD BUSINESS**

RockSTART contract was on as Old Business; discussed under Solicitor's Report.

## **NEW BUSINESS**

### **a. Building Renovations**

Open discussion on the future of HAWASA, the need for a business office and the potential for a space in the Water Authority Building to be rehabbed into an office for future growth/expansion. Chairman Enders, Vice-Chair Gonsar and the Operators to review the space and touch base with possible architects that would be willing to take on the small project of floor plan/needs.

### **b. Kendall Communications Letter of Interest in Land Lease/Easement**

A letter of interest was received to offer an opportunity for discussion on the possible lease or easement access for wireless communication tower on HAWASA owned parcel. (Multiple landowners received this letter) Secretary to reach out to open lines of communication for more information.

## **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 8:06PM. 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: March 2025  
HRG Project Number: 001650.0425

March 18, 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):**

- PennDOT approved work to begin in state roadways on March 17, 2025. In preparation of the resumption of work, HRG conducted a pre-construction meeting with PennDOT to review the proposed work plan and traffic control plan. Doli will be following the same road closure procedure put in place during work conducted in 2024 including posting of detour signage, etc. The road closure will be in effect from 7:00am – 5:00pm. Once installation of main is completed and final paving is being completed, PennDOT has directed Doli to transition the road closure to a one-way traffic pattern with flaggers. A PennDOT-appointed inspector will be onsite for all work conducted in the State Roadway.
- HRG conducted a pre-construction meeting on March 11, 2025 with Doil to review the work plan for upcoming commencement of work.
  - Work in SR 225 is anticipated to begin at Roadcap Lane and progress south towards the connection with the Creek Road Forcemain.
  - Once this is completed, Doil will resume at Roadcap Lane and progress north towards the interconnection of the Peters Mountain Forcemain and gravity sewer north of Matamoras Road.
  - The traffic light at the SR 147 SR 225 intersection has been modified to adjust timing to improve traffic flow during construction activities.
  - Doil anticipates resuming lawn restoration beginning April 1, 2025. HRG is coordinating with Doil on areas in need of attention.

Monthly Job Conferences for the Project have resumed. The next Job Conference will be held on Wednesday April 2, 2025.

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

- PSI has completed minimal work since the January reporting period and is awaiting spring thaw of the ground.
- HRG is coordinating with PSI on receipt of grading changes at the Roadcap Lane Pumping Station.

**Miscellaneous Project Items:**

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

- 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.
- Connection of Hornungs and Dollar General Properties
  - HRG continues to coordinate with Doli on completion the connection of these properties to the sanitary sewer system and installation of grinder pump stations as directed by the Authority.

**PENNVEST Requisition No. 20:**

HRG has assisted the Authority in preparing PENNVEST Requisition No. 20 for the project in the amount of \$133,341.85, which includes interest costs and contractor payment requests. The cost breakdown of the requisition amount is listed below.

• Contract No. 2022-01 (Doli)	\$ 65,360.95 (AFP #16)
• Interest Fees	\$ 3,764.14
• Engineering Fees	\$ 64,216.76

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

**ACTION ITEMS:**

- 1) Authority approval of PENNVEST Requisition No. 20 in the amount of \$133,341.85

**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 5<sup>th</sup>, 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 February 2025 Meeting:**

HRG has been in contact with Mid-State regarding resumption of work and is awaiting a construction schedule. HRG anticipates final restoration work will resume in early April.

**NEW 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**

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.

**Updates since January 2025 Meeting:**

HRG has completed a review of the submitted plans and prepared LD Plan Review No.1.

## 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 Small Water and Sewer Program

- a. The Commonwealth Financing Authority (CFA) has opened up the 2025 grant year submissions. The Authority received funding from this program for the Fifth and Armstrong Water Main Replacement Project. Should the Authority wish to pursue an application for this round of CFA funding, HRG can prepare project documentation and the application package.
- b. Applications are due on April 30, 2025
- c. Maximum grant request are \$500,000 with a 15% required match.

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.

*Logan M. Jury*

Logan M. Jury  
Project Engineer

LMJ

Enclosures

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