

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 Gonsar, Tim Neiter, Jon Miller and Dennis Malone. Jeff Warfel was absent. Engineer Logan Jury, Solicitor Jack Kerwin, Consultant Jeff Grosser, Operations Manager Derek Grosser, Operators Shane Schadel and Logan Stiely were in attendance. There were multiple citizens present including the Fisherville Fire Department, Phillip Smith & Nick Pfeister. Everyone present recited the Pledge of Allegiance.

BUSINESS FROM THE FLOOR

1. Bubba Urich and Jesse Shutt of the Fisherville Fire Company presented the 2025 Pool Fill Up report. 46 pools were filled, using 161,450 gallons (report print-out provided). The request was made for assistance with the charges for water usage.

Tim Neiter moved to waive the water charges, in appreciation & acknowledgement of appreciation. Jeff Gonsar seconded the motion, and the motion carried unanimously.

2. Citizen Phil Smith was in attendance and requested an update regarding next steps for those who had not yet been able to connect to the sewer extension through no fault of their own. The Board discussed and agreed that those citizens who have completed their applications/extension forms, submitted the appropriate tapping fees, are under contract and are simply at the mercy of the Contractor's schedule should just keep in contact providing updates no more than 90 days as to the most recent status and each will be reviewed on a case-by-case basis. For those that have not responded, submitted the application, tapping fees, etc- certified notice letters will be sent out.

SECRETARY'S REPORT

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

TREASURERS REPORT

Dennis Malone moved to approve the Treasurer's report. Tim Neiter 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. The total amount of PENNVEST Payment Request #27 for the Halifax Area Water and Sewer Authority's Sewer Extension Project is \$305,231.30 for Construction, Permit Fees and Engineering Fees*.

*Engineering Costs are attributed to both PENNVEST and Authority Funds. The reason for this is because the attached invoices will use the remaining amount left in the PENNVEST Engineering Budget. Because of this, \$49,412.68 is attributed to PENNVEST, and \$41,613.88 is attributed to Authority Funds.

Dennis Malone moved to approve PV Request #27. Jeff Gonsar seconded the motion; the motion was carried unanimously.

- b. Doli & PSI have both reached substantial completion and have received their appropriate punch lists. 10/08/2025 Substantial Completion Certificates were issued allotting until 12/08/2025 for final completion. There are still some restoration items outstanding that may have to be tabled until Spring due to weather restrictions.
- c. Change Order #8 2022-01 for \$10,198.55

Jon Miller moved to approve Change Order #8 2022-01. Tim Neiter seconded the motion, the motion was carried unanimously.

- d. Sewer Lateral Easement for 22 Matamoras Road is still under research and discussion regarding what options are available for the lateral installation. Information regarding who owns/is responsible for the cemetery is not readily available. Engineer Jury asked for assistance on this matter- if anyone knows anyone.
- e. Discussion and responsibility determination/negotiation are in process with Doli regarding road repair overage in the range of \$680k.

- 2. Well House – No report, no activity
- 3. Halifax Commons - No report, no activity
- 4. Rise Street Beverage - No report, no activity
- 5. Baker's Pump Station - No report, no activity
- 6. Misc Items:

- a. Resolution CDBG DCDCE Grant Program Application: Reservoir Water Main Replacement

Carl Bahner moved to approve Resolution 2025-003 CDBG Grant Application. Tim Neiter seconded the motion, the motion carried unanimously.

SOLICITOR REPORT

CONSULTANT REPORT

Consultant Jeff Grosser reported that he is working on a list of meters in line for replacement.

OPERATOR'S REPORT

Replaced pump and motor at Bakers; replaced chemical feed line at mountain; clean up pipe at reservoir and moved to Sewer plant; dug up and replaced yard hydrant from water testing; replaced main and axillary jet pump at mountain; Klines hauled 4 loads of sludge: final checklist walkthrough with Chris (HRG): turned water back on at 3476 Peters Mountain Road (off since Sept 24); quarterly 334 Calibration, HACH serviced and calibrated mounted; D.O. probes at Sewer plant; pulled Nitrate/Nitrite/ Arsenic samples; call out 59 Lauren Lane (block in house); Max Bowman hooked sewer; Roadcap pump station turned on; started spring collection housing restoration; hydrant flushing Wed Oct 29 and Thurs 30th.

OLD BUSINESS

- 1. Water Reservoir Office Building/Garage Maintenance/Repairs Completed
- 2. ARC GIS Mapping- Diamond Software. Tabled from July 2025 meeting, pending additional information. Operations Manager Derk Grosser offered the software would be compatible with existing maps already started and user friendly to update as the system grows/changes. The charges are \$20/month per user. The number of users may be 3 or 4.

Tim Neiter moved to approve purchase of the software, not to exceed 5 users. Jon Miller seconded the motion, the motion carried unanimously.

- 3. Halifax Township Road Repair: HAWASA & Township have met, discussed and agreed upon plans to move forward.

NEW BUSINESS

1. Action for NTC Batch #1 Non-Compliance as of 10/15/2025: See discussion "Business From The Floor". Those who have completed application, paid tapping fees and remained in communication with updates to HAWASA will be handled on a case-by-case basis. Those who have not and/or have not responded will receive letters via USPS Certified Mail.
2. 2026 Preliminary Budget Discussion

Tim Neiter moved to approve the Solicitor to advertise the 2026 Budget. Dennis Malone seconded the motion, the motion carried unanimously.

**Prior to the minutes being typed up, Solicitor Jack Kerwin confirmed this Authority is not required to advertise the budget.*

3. 2026 Proposed Meeting Schedule: See attached calendar. 2026 Meeting dates to include 01/20, 2/10, 3/17, 4/21, 5/19, 6/16, 7/21, 8/18, 9/15, 10/20, 11/17 & 12/15. (Note due to a scheduling conflict- the February meeting will be on the 2nd Tuesday, not the third)

Jeff Gonsar moved to approve the 2026 Meeting Schedule. Jon Miller seconded the motion, the motion carried unanimously.

4. Account 02380 YMCA 300 Market Street (daycare): Number of EDU's & Tapping Fees Needs Determined Board, Solicitor Kerwin and Engineer Jury concluded this property would count at 4 sewer EDU's and would not, at this time, be charged additional tapping fees. Plans to be reviewed for confirmation that there are no system concerns.

APPROVAL OF BILLS

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

EXECUTIVE SESSION

At 8:25pm, Jon Miller moved to go into Executive Session to discuss a personnel topic. Jeff Gonsar seconded the motion, the motion carried unanimously. All meeting participants left the room except for the Board members and Solicitor Kerwin.

At 8:40pm, the Board left Executive Session and rejoined the regular meeting.

ADJOURNMENT

Jeff Gonsar moved to adjourn the meeting at 8:45PM. Jon Miller seconded; the motion was carried unanimously.

Respectfully Submitted,

Hoover Financial Services
Secretary

NEXT MEETING TUESDAY, NOVEMBER 18 AT 7:00PM

AT THE BORO BUILDING

 Shelley Miller

From: Shelley Miller
Sent: Wednesday, October 22, 2025 4:28 PM
To: Dennis Malone; 'Derek Grosser'; 'Jeff Enders'; Jeff Gonsar (jeff@colleenandco.com); Jeff Grosser; 'Jeff Warfel'; 'Joe Kerwin'; Jon Miller; 'Jury, Logan'; 'Logan Stiely'; 'Mendinsky, Justin'; 'Shane Schadel'; Tim Neiter; Jack Kerwin
Subject: HAWASA NTC Batch 1 Status
Attachments: HAWASA NTC Working Spreadsheet Batch 1.xlsx

Current records (maintained by Reily) indicate the following:

- There are 7 properties that HAWASA has received NO RESPONSE. HIGHLIGHTED IN YELLOW
 - Letter USPPS Certified will go out requestion Application, Extension Form, Tapping Fees & Communication w/2 week deadline
- There are 7 properties that HAWASA received the Extension Request Form but did NOT receive Tapping Fees. RED FONT
 - Letter USPS Certified will go out requesting Taping Fee & Communication, with 2 week deadline
- There are 32 properties that HAWASA has received the Application/Extension Form & Tapping Fees, but they have NOT yet connected. HIGHLIGHTED IN GREEN
 - Letter USPS Certified will go out requesting they touch base with HAWASA via email/mail updating the status/timeline of their anticipated connection.

I will audit/confirm the list and send out appropriate letters as indicated above.

Thank you,



Shelley Miller

Payroll Administrator, Hoover Financial Services

Assistant to Secretary/Treasurer Halifax Borough

Assistant to Secretary/Treasurer Halifax Area Water & Sewer Authority

Savvy Citizen App for Citizens *Free subscription for YOUR local important notices!

Facebook Hoover Financial Services

Facebook HAWASA

Facebook Halifax Borough

HOURS: Monday through Thursday 9:00am-4:00pm



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Harrisburg, PA 17111
717.564.1121
www.hrg-inc.com

ENGINEER'S REPORT

HALIFAX AREA WATER AND SEWER AUTHORITY

Report Period: October 2025
HRG Project Number: 001650.0425

October 21, 2025

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):

- HRG conducted a Substantial Completion walkthrough with Doli and representatives from HAWASA on September 11, 2025. Based on this walkthrough, HRG has issued Substantial Completion paperwork to Doli including a punchlist of remaining work items to be completed prior to Final Completion
 - The effective date of Substantial Completion was established as October 8, 2025
 - Final Completion will be achieved by December 7, 2025
- Doli completed mill and overlay on state routes from September 2, 2025 through September 23, 2025
- Doli has begun work on punchlist items including: cleaning of manhole frame and covers, cleaning of manhole interiors and installing thrust restrains in ARV manholes

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

- HRG completed a Substantial Completion inspection on August 19, 2025 and determined PSI was not substantially complete for work under Contract 2022-02 and 2022-03
- PSI was issued notice of items preventing issuance of Substantial Completion and has been engaged in correcting these issues, including; replacement of failed pump at the Creek Road Pumping Station, corrections to the HVAC systems at the Roadcap Lane Pumping Station, and securing both the Roadcap and Creek Road Pumping Stations
- HRG completed a second Substantial Completion Inspection on October 7, 2025 and has found PSI to be Substantially Complete on both contracts. HRG has issued Substantial Completion paperwork including a punchlist of remaining work items to be completed prior to Final Completion
 - The effective date of Substantial Completion was established as October 8, 2025
 - Final Completion will be achieved by December 7, 2025
- PSI has been completing punchlist work items on a consistent basis.

Miscellaneous Project Items:

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

- Water and Sewer Service Extension – 52 Creek Road
- Sewer Lateral Easement Agreement – 22 Matamoras Road
- 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.
 - The second round of NTC letters is anticipated to be distributed following issuance of substantial completion.

PENNVEST Requisition No. 27:

HRG has assisted the Authority in preparing PENNVEST Requisition No. 27 for the project in the amount of \$305,231.30, which includes contractor payment requests, engineering invoices, and reimbursable permit expenses. The cost breakdown of the requisition amount is listed below:

• Contract No. 2022-01 (Doli)	\$ 214,204.74 (AFP #21)
• Engineering	\$ 85,206.56
• Reimbursable Permit Fees	\$ 5,820.00

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

ACTION ITEMS:

- 1) Authority consideration on Change Order No. 8 for Contract 2022-01 - \$10,198.55
- 2) Authority approval of PENNVEST Requisition No. 27 in the amount of \$305,231.30

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.

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.

CDBG Grant Program:

1. HRG has submitted an application to CDBG for the Reservoir Water Main Replacement project on behalf of the Authority.

Action Item: Resolution to Apply to CDBG

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.

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
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
HRG File

HALIFAX AREA WATER & SEWER AUTHORITY
HAWASA 2026 MEETING SCHEDULE
7:00PM

2026 Year-at-a-glance

January							February							March							April									
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CHANGE ORDER NO. 8

Date of Issuance: **October 21st, 2025**

Effective Date: **DATE EXECUTED BY OWNER**

Owner: **Halifax Area Water and Sewer Authority (HAWASA)**

Contract No.: **2022-01**

Contractor: **DOLI Construction Corporation**

Contract Name: **Gravity Sewers, Force Mains, and Grinder Pumps**

Engineer: **Herbert, Rowland & Grubic, Inc.**

HRG Project No.: **R001650.0428**

Project: **Halifax Township Sanitary Sewer Extension Project**

The Contract is modified as follows upon execution of this Change Order:

A. Existing 6" Ø Cast Iron Water Main Leaks(s) along State Route 0225, Peters Mountain Road, Northbound Lanes in front of the property located at #3203 Peters Mountain Road and at the Intersection of Roadcap Lane and Peters Mountain Road:

The existing 6" Ø Cast Iron potable water main along the right of way frontage of the property located at #3203 Peters Mountain Road near the sewer trench line cracked causing excessive water infiltration into the new 8" Sanitary Sewer Gravity Trench. The sanitary sewer trench required dewatering during installation. The Authority was notified immediately, and they contacted their selected contractor to detect the leak location utilizing a sonar listening device. The Authority authorized the Contractor (Doli) to sawcut, excavate, assess, and repair the leak within the PennDot Right of Way during the daily permitted road closure. The water main leak location area was excavated in the northbound lane of State Route 0225, Peters Mountain Road. The water main was exposed, inspected, and had a sizeable latitudinal crack at the bottom of the existing Cast Iron Main. A stainless-steel repair band was installed at the leak/crack location to provide a watertight repair. The permanent pavement restoration of the excavated area will be completed when the paving operations commence the week of August 25th.

The existing 6" Ø Cast Iron potable water main at the intersection of Roadcap Lane and State Route 225, Peters Mountain Road was also detected due to uneven temporary paved trench settlement. The Authority has also authorized the Contractor (Doli) to sawcut, excavate, assess, and repair the leak within the PennDot Right of Way during the daily permitted road closure. The water main leak location area was excavated in the northbound shoulder of State Route 0225, Peters Mountain Road, and Roadcap Lane. The means, methods, and repair for the same type of latitudinal crack was identical to the previous one located at #3203 Peters Mountain Road. The permanent pavement restoration of the excavated area will be completed when the paving operations commence the week of August 25th.

PennDot 18" HDPE SLCPP Storm Pipe Replacement at the Right of Way Frontage located #3319 Peters Mountain Road:

During the installation of the 8" SDR-26 Sanitary Gravity Sewer Main and 6" SDR-21 Force Main the contractor was required to excavate beneath the existing 15" CMP Storm pipe that was severely rotted along the bottom of the pipe and in extremely poor condition. After the installation of the 8" Sanitary Gravity Sewer Main and 6" Force Main were completed, the contractor replaced the 15" pipe with a new section of 18" HDPE SLCPP as per the PennDOT HOP at no additional cost to the owner. At the direction of PennDOT, they required the contractor to replace the entire section of pipe from the existing "M" Type Inlet box along the southbound lane of State Route 0225, Peters Mountain Road across the roadway to other existing inlet box located at the property frontage at #3319 Peters Mountain Road. PennDot provided the 18" HDPE SLCPP for the replacement but the Contractor (Doli) was responsible for Saw cutting, excavation and installation of the pipe up to the existing inlet box on the northbound shoulder at the property located at #3319 Peters Mountain Road. PennDot Maintenance was responsible to tie the pipe into the existing inlet box and install an "M" Type inlet top. The contractor was also responsible for controlled compacted backfill of the trench area and installation of temporary pavement. The permanent pavement restoration of the excavated area will be completed when the paving operations commence the week of August 25th.

NOTE: Due to the timing and severity of the described unforeseen conditions the repairs were completed immediately and in advance of the Road Closure permit expiration.

Change Order Summary:

- | | |
|--|-------------|
| 1. (2) Existing 6" Ø Cast Iron Potable Water Main Leak(s) and Repair(s): | |
| a. Intersection of State Route 0225/Roadcap Lane: | \$2,828.77 |
| b. Along the frontage of the property at #3203 Peters Mountain Road: | \$2292.82 |
| 2. 18" Ø HDPE SLCPP Storm Pipe Replacement along the frontage of the property located at #3319 Peters Mountain Road: | \$5,076.96 |
| 3. Combined Total Amount Requested | \$10,198.55 |