

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 Warfel, Carl Bahner, Dennis Malone, Jeff Gonsar and Jon Miller. Tim Neiter was absent. Engineer Logan Jury, Solicitor Jack Kerwin, Consultant Jeff Grosser, Operations Manager Derek Grosser, Operators Shane Schadel and Logan Stiely were in attendance. The following Citizens attended the meeting: Josh Stadheim on behalf of Feed My Sheep Ministries, Keith Rainey & Bruce Henry of Calvary Fellowship, Kevin Helm and Brad Bruner of Halifax Township.

BUSINESS FROM THE FLOOR

1. Josh Stadheim, on behalf of Feed My Sheep Ministries, requested forgiveness on \$8300+ accrued water, sewer, and late fee charges as he is working towards assuming leadership. Advised to present the request when he has officially assumed responsibility.
2. Keith Rainey & Bruce Henry of Calvary Fellowship requested a final decision on EDU count as the property contains multiple buildings, some of which are within the 150' parameter requirements and some are outside.

Jon Miller moved to waive connection requirements for the Family Life Center and the Parsonage. Dennis Malone seconded the motion; the motion was carried unanimously.

3. Kevin Helm requested sewer extension connection charges to be invoiced as a single-family dwelling, agreeing to restore the property from a 2-unit dwelling back to a single-family unit by June 30, 2026 and will provide verification/inspection for HAWASA records. Solicitor Kerwin's office to draft an agreement. Should property fail to return to single-family unit, additional EDU tapping fee and quarterly sewer charges will be due immediately.

Jeff Warfel moved to allow 3759 Peters Mountain Road to connect as a single-family unit. Jeff Gonsar seconded the motion; the motion carried unanimously.

SECRETARY'S REPORT

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

TREASURERS REPORT

Jeff Gonsar moved to approve the Treasurer's report. Dennis Malone 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 #25 for the Halifax Area Water and Sewer Authority's Sewer Extension Project is \$1,404,960.05. This request is for permit fees, engineering costs & construction costs.

Jeff Gonsar moved to approve PV Request #25. Jeff Warfel seconded the motion; the motion was carried unanimously.

- b. Doli was not in attendance for substantial completion meeting, likely due to the outstanding road repairs.
- c. Roadcap Pump Station all checks out good except HVAC system.
- d. Creek Road Pump Station has electrical issues, cause to be determined. Pump is going back to the manufacturer and will likely delay the next round of Notice to Connect letters.
- e. Change Order #7 requested to adjust line items for changes from anticipated to actual.

Jeff Enders moved to approve Change Order #7. Jon Miller seconded the motion; the motion carried unanimously.

- f. The lateral installed at 22 Matamoras Road is outside the property line. Several options to remedy include moving the lateral at a cost of \$20K+, reroute at an angle, or possible easement. Tabled to next meeting for further conversation with homeowner & church (ownership)
- g. Halifax Commons - No report, no activity
- h. Rise Street Beverage - No report, no activity
- i. Baker's Pump Station - No report, no activity
- j. Misc Items:
 - a. Lead & Copper Survey due by 10/31/2025- HRG to work with HFS & Operators for 1/3 completion

SOLICITOR REPORT

1. Credit Card: (See New Business) Recommendation to close out & start over.
2. Helm: (See Business from The Floor) Agreement to be drafted.
3. Resolution 2025-02 Salary Increase for Operator Certifications Drafted

Jeff Warfel moved to approve Resolution 2025-02. Jon Miller seconded the motion; the motion was carried unanimously.

CONSULTANT REPORT

No report.

OPERATOR'S REPORT

Standard operations- mowing , samples, water leak repairs, posted 111 shut off notices.

OLD BUSINESS

1. Water Reservoir Office Building/Garage Maintenance/Repairs Needed.
 - a. Total Heating & Cooling provided proposal for HVAC
 - b. Alliance Building provided proposal for coating roofs of both buildings.

Jeff Enders moved to approve roof repair by Alliance Building. Jeff Gonsar seconded the motion; the motion carried unanimously.

2. ARC GIS Mapping- Diamond Software. Tabled from July 2025 meeting, pending additional information.
3. Helm Property: See Business from the Floor
4. HAWASA Handbook: Tabled Board review & input
5. Word of Life Chapel- will present a non-profit finance request for a 5-year term - will need agreement drawn up by Solicitor office. Pending formal written request.

NEW BUSINESS

1. Halifax Township submitted a letter requesting road repair, post sewer extension project, for Creek Road, Hill Drive, Matamoras Road, Maple Avenue & Palmer Drive. Discussion included Chairman Enders reviewing the requested roads- road repairs in question is the portion of Creek Road. Discussion to be had with Doli as part of their punch list/completion. Brad Bruner advised the Township is securing quotes. Chairman Enders requested that no action be taken on the quotes. Doli has the contractual right/obligation for opportunity to resolve/repair.
2. Two sets of credit cards active for HAWASA: One set is combined, the other individual. Options include closing one set, or both sets and starting over. Administrative access needed for accounting/maintenance.

Jeff Enders moved to close-out all accounts and to start over with one account that will include multiple cards with one statement. Jeff Warfel seconded the motion; the motion carried unanimously.

3. Carl Bahner would like to not be the point-of-contact for the HAWASA credit cards and Jeff Grooser's card needs switched to Derek Grosser.

Jeff Gonsar moved to appoint card holders as Jeff Enders, Derrek Grosser and Shelley Miller (HFS) with Shelley Miller as Administrator to manage account. Carl Bahner seconded the motion; the motion carried unanimously.

4. Pennian CD is up for renewal or withdrawal 09/01/2025.

Dennis Malone moved to allow the CD to rollover for 12-month period. Jon Miller seconded the motion; the motion carried unanimously.

5. HAWASA needs (and customers have requested) 24-hour phone access for system issues/problems/alarms. HFS to investigate WWTP phone to roll over to the cell of whichever Operator is on call.
6. 29 S Union Street was previously a 2-unit (mobile homes) property. One was removed and will not be replaced. Property owner requested to no longer have two accounts. The Board advised the property owner to contract someone to close off the connection (at their expense) and secure inspection from HAWASA. The bill could then be updated and revised.
7. Property owner of 37 S Front Street double-paid the account and would like a refund instead of credit on the account.

Jeff Enders moved to authorize refund of overpayment. Jon Miller seconded the motion; the motion carried unanimously.

8. 204 Powells Valley Road is requesting guidance and permission on order of connection operations due to unique set-up on their property. Engineer Jury to investigate, consult with SEO McFeaters and advise property owner.

APPROVAL OF BILLS

Jeff Gonsar 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 9:00PM. Jeff Gonsar 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: August 2025
HRG Project Number: 001650.0425

August 19, 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):

- Roadcap Lane stormwater improvements and groundwater remediation
- Yard restoration – various properties through the project area
- Grinder pump pit testing and repairs
- HRG conducted a Substantial Completion inspection on August 19, 2025.

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

- Roadcap Pumping Station stormwater improvements
- Roadcap Pumping Station site restoration
- Creek Road Pumping Station site restoration and fencing
- HRG completed a functionality test on the Creek Road and Roadcap Pumping Stations on August 19, 2025.

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.
 - The second round of NTC letters is anticipated to be distributed following issuance of substantial completion.

PENNVEST Requisition No. 25:

H,RG has assisted the Authority in preparing PENNVEST Requisition No. 25 for the project in the amount of \$1,404,960.05, 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)	\$ 1,184,669.05 (AFP #20)
• Contract No. 2022-02 (PSI)	\$ 97,535.73 (AFP #16)
• Contract No. 2022-03 (PSI)	\$ 26,833.70 (AFP #14)
• Reimbursable Permit Expenses	\$ 33,896.38
• Engineering Fees	\$ 62,025.55

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

ACTION ITEMS:

- 1) Authority consideration of CO No. 7 for Contract 2022-01
- 2) Authority approval of PENNVEST Requisition No. 25 in the amount of \$1,404,960.05

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 is finalizing permit documents for review by Authority staff.

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:

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

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