

97 North Penryn Road
Manheim, PA 17545



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7:00 p.m., December 16, 2025 Meeting Minutes

ATTENDANCE:

Cullen Ketcham
Phil Donmoyer
Ryan Snyder
Les Houck

ABSENT:

Barb Horst

ALSO IN ATTENDANCE:

Dan Becker, HRG Engineering
Don Martzall, Inframark
Mark Hiester, Township Manager, Authority Secretary and Treasurer

1. Call to Order – Vice-Chairperson Ketcham called the meeting to order at 7 p.m.
2. Public Comments – none.
3. October 21, 2025 Meeting Minutes – A Donmoyer motion seconded by Houck approved the minutes 4-0.
4. Treasurer's Report – After Hiester briefly the report a Ketcham motion seconded by Donmoyer approved the report 4-0.
5. Communications: MAWSA Report – the board reviewed the report.
6. Inframark Contract Operations Report: Martzall reviewed the report noting they have a new employee and all operations are in compliance. The authority noted the large amount of regular work Inframark does and does well, thanking Martzall and team. A Snyder motion seconded by Donmoyer approved the report 4-0.
7. Engineer's Report: Becker summarized the report, identifying items:
 - A. #3, WWTF Dissolved Oxygen, Effluent Flow Metering and Solids Handling: Becker submitted the \$1,000,000 LSA Grant application for this project on November 29, 2024. Grants were initially anticipated to be awarded in October 2025. However, CFA has postponed grant awards until their January 2026 meeting.
 - B. #4, Non-Residential Waste (NRW) Program: staff and HRG have been working on several lagging 5-year permit renewals including Hollenshead and Manheim Plaza.
 - C. #5, Doe Run Road Development: HRG attended a preconstruction meeting on November 18, 2025. The developer's contractor needs to provide shop drawings for review.
 - D. #8, Lancaster Inn & Suites: The PennDOT Highway Occupancy Permit for this project was renewed and now expires on July 25, 2026. HRG attended the preconstruction meeting on November 6, 2025

and reviewed shop drawings. Onsite sanitary sewer construction is scheduled to commence December 10, 2025. Work within the PennDOT right-of-way has not been scheduled.

- E. #9, WWTF UV System: Becker reviewed the proposed bidding/construction schedule.
 - F. #13, Pumping Stations Davit Crane Base Installation: There is not adequate space on the tops of the wet wells to accommodate installation of the davit crane bases. HRG is evaluating the possibility of installing separate foundations for the davit crane bases adjacent to the existing wet well tops.
 - G. #14, Water Treatment Facility Softener Resin Replacement: PADEP indicated that Public Water Supply permitting is not required for replacement of the resin. HRG is verifying the resin replacement requirements/specifications with Adedge (softener manufacturer) based upon existing water quality characteristics.
 - H. #15, WWTF Influent Pumping Station Rails: WWTF Influent Pumping Station Rails: HRG received an email from Inframark noting the rails for the pumps are damaged. HRG provided operation and maintenance cut sheet information of the pumps, rails, and appurtenances to Inframark. HRG contacted Fidelity Contracting for a cost to enter the wet well in order to determine the work necessary to replace the defective materials. A Donmoyer motion seconded by Snyder approved 4 to 0, the HRG recommended revised Fidelity \$8,050 contract.
 - I. A Houck motion seconded by Snyder approved the report 4 to 0.
- 8. Choose Authority Solicitor, Effective January 1, 2026: after some discussion, a Ketcham motion seconded by Donmoyer was approved 4 to 0 to retain Tony Schimnek, Morgan Hallgren Crosswell and Kane PC as the authority solicitor starting January 1, 2026.
 - 9. Township Final 2026 Sewer and Water Fund Budget and Capital Projects: the board of supervisors last night reviewed the Inframark fee adjustment letter and approved the final budget with the adjustments included:

Sewer and Water Fund

<u>Fee</u>	<u>Proposed Budget</u>	<u>Inframark</u>	<u>Difference</u>
Operating	\$560,169	\$560,624	-\$455
Maintenance	\$92,000	\$64,653	\$27,347
Sludge	\$68,000	\$95,532	-\$27,532
<u>Chemical</u>	<u>\$95,000</u>	<u>\$83,223</u>	<u>\$11,777</u>
Total	\$815,169	\$804,032	\$11,137

- 10. Adjournment approved through a Donmoyer motion seconded by Houck 4-0 at 7:59 pm.

Mark Hiester
Township Manager, Authority Secretary, Treasurer