

97 North Penryn Road  
Manheim, PA 17545



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## 7:00 p.m., March 17, 2026, Meeting Minutes

### ATTENDANCE:

Barb Horst  
Phil Donmoyer  
Les Houck  
Cullen Ketcham (Absent)  
Ryan Snyder (Zoom)

### ALSO IN ATTENDANCE:

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

1. Call to Order – Barb Horst called the meeting to order at 7:03 p.m.
2. Public Comments – none.
3. Approve February 17, 2026 Meeting Minutes – A motion by Donmoyer, seconded by Houck approved the minutes 3-0 (Horst Abstained).
4. Treasurer’s Report – Hiester briefly went over the report – all steady, as expected; a Donmoyer motion seconded by Snyder approved the report 4-0.
5. Communications: MAWSA Report – the board reviewed the report. Tapping fees are getting recalculated.
6. Inframark Contract Operations Report – Don Martzall went over his report, noting that Inframark is very happy with Fidelity, the COSTARS vendor. A motion by Snyder seconded by Donmoyer was approved 4-0.
7. Engineer’s Report – Donmoyer motioned, seconded by Houck, approved 4-0 as follows:
  - A. Item 5, NRW Program, approve Manheim Plaza NRW permit: *“HRG received a permit renewal application and recommends that the Authority approve the Nonresidential Waste Discharge Permit for Manheim Plaza”* – Donmoyer motioned, seconded by Houck, approved 4-0.
  - B. Item 7, PVRC Caleb Hershey Site, request to install additional landscaping within authority water facility easement: *“HRG recommends that the Authority grant the request with the condition that the Authority is not required to replace any landscaping within the Authority’s water facility easement in the event excavation work is required by the Authority within the easement at any time.”* – Motioned by Snyder, seconded by Donmoyer, approved 3-0. Houck abstained.

- C. Item 8, I/I Master Planning – *“HRG prepared a recommended project schedule and cost opinion for the Authority’s review/consideration.”* Will review closer to August 2026. Motioned by Donmoyer, seconded by Houck, approved 4-0.
  - D. Item 9, Penn Station Townhomes Sewer Capacity: *“HRG recommends that the Authority grant sanitary sewer capacity for 11 EDUs, or 2,564.1 gpd for this expansion project as noted in HRG’s March 10, 2026 recommendation letter.”* Motioned by Donmoyer, seconded by Houck, approved 4-0.
  - E. Item 10, WWTF UV System, authorize issuance of Notice to Award for 2 contracts: *“HRG reviewed the bids and recommends that the Authority issue the Notice of Award to PSI Pumping Solutions and Garden Spot Electric.”* Motioned by Donmoyer, seconded by Houck, approved 4-0.
  - F. Item 13, Infrastructure Repair Project, authorize HRG to proceed with design and bidding: *“HRG recommends that the Authority authorize HRG to proceed with design and bidding of the Infrastructure Repair Project.”* Motioned by Houck, seconded by Snyder, approved 4-0.
  - G. Item 14, WTF Softener Resin Replacement, authorize Miller & Sons to complete resin replacement work: *“HRG recommends that the Authority authorize Miller & Sons to complete the work for \$8,700.00.”* Motioned by Donmoyer, seconded by Houck, approved 4-0.
  - H. Item 15, Trifecta Solar, draft private sewer agreement. Houck motioned to table until next meeting, seconded by Donmoyer, approved 4-0.
  - I. Item 19, Chapter 94 Report, authorize execution and submission of the report: *“HRG recommends that the Authority authorize execution of the report and submission to PADEP.”* Motioned by Snyder, seconded by Donmoyer, approved 4-0.
  - J. Item 20, Manheim Auto Auction, approve sanitary sewer design: *“HRG recommends that the Authority approve the sanitary sewer design conditioned upon the item noted in HRG’s March 5, 2026 recommendation letter being adequately addressed.”* Motioned by Donmoyer, seconded by Houck, approved 4-0.
8. Township Manager
- A. Approve Manheim Auto Auction Trailer Replacement Developers Agreement: Motioned by Donmoyer, seconded by Houck, approved 4-0.
  - B. Molly’s NRW Lab Testing Request: HRG recommended to deny the relief request which was motioned by Donmoyer, seconded by Houck, denied 4-0.
9. Adjournment: A motion by Donmoyer, seconded by Houck to adjourn the meeting at 8:03 pm was approved 4-0.

Respectfully Submitted,

Stephanie Whitehouse, Recording Secretary