

WEST HEMPFIELD TOWNSHIP MUNICIPAL AUTHORITY
Meeting Minutes December 1, 2020

The West Hempfield Township Municipal Authority met at the Township Municipal Office, 3476 Marietta Avenue. The public was permitted to attend in-person or remotely via Zoom (video and audio), with instructions provided at the Township's internet website. The agenda posted to the Township's website and posted on the front window of the Township Building advised of the public's ability to attend in-person or remotely.

Authority members David Dumeyer, Edward Fisher, Kent Gardner, Naomi Martin, and Robert Munro, as well as Executive Director Andrew Stern, Deputy Director Dwayne Steager, and Authority Engineer Kara Kalupson were physically present. Judy Carrier, Recording Secretary, was present remotely via Zoom.

A. CALL TO ORDER - Chairman Dumeyer called the meeting to order at 8:15 p.m.

B. APPROVAL OF MINUTES – September 1, 2020

Moved by Kent Gardner and seconded by Robert Munro to *approve* the September 1, 2020 meeting minutes as presented. The motion carried (5-0).

C. UPDATES.

- Stormwater Fee Committee - Andrew Stern provided a summarized update as of December 1, 2020. He announced that three individuals have joined the Committee . . . Joe Bender, Educator, Farmer and Farming Industry Expert; Elisabeth McKee, Sycamore area Resident; and Scott Cox, Business Manager (Americold); and introduced Mr. Bender who was attending this meeting remotely via zoom. The committee met three times as had been planned previously, and Mr. Stern stated it was an awesome opportunity to learn a lot from the committee process and from the thoughts they had on where we are and where we need to go. The committee members were told they would only have to come to three meetings; however, they all were agreeable with continuing their attendance should it be necessary to schedule additional meetings. He also informed the Board that they will not be ready to have fees in January as originally planned; therefore, the initial target date of January has been moved to the July range. Final decisions will be needed in the January-February timeline in order to set up billing, public information, get the information out via the Spring Newsletter and begin the process. The floor was then turned over to Kara Kalupson, Rettew Associates.
- Stormwater Fee Development – Kara summarized what was talked about at the three Stormwater Fee Development committee meetings held during September, October, and November, i.e., establishing the committee; why it is important to have a diverse committee; public outreach and participation; discussion on the basis for establishing fees, and how the township is going to do that; analysis of all the parcels in the municipality, type of credits and how they relate to the revenue plan; long-term O&M plan to offset MS4 infrastructure; tiered system versus whole ERU's with no tiers; MS4 permit requirements; and correlation of what the stormwater management program's five-year plan costs are expected to be with estimated fees, as the program costs have to relate to the fees. She then presented and explained a Stormwater Fee Study utilizing overhead

visuals showing ERU calculations, potential revenue scenarios w/credits and potential credits to establish a basis for assessing fees. After Kara's presentation, individual comments and concerns from the Board pertaining to billing & payment schedules, complexity of administration, a minimum tier system for properties that currently have stormwater facilities on them, how other municipalities handle school districts, etc. were expressed and discussed. Mr. Stern commented that the township needs to bring in \$500,000 to meet its needs. He wishes to keep administration as simple as possible and is leaning toward a \$72 annual fee that would cover the cost comfortably and which he considers to be a much more fair process than the option of a .45mils property tax increase. Kara stressed supporting through the township's own revenue versus relying on grants, and the importance of public outreach to get the point across that stormwater is a utility. Committee members Rob Munro and Kent Gardner had nothing further to add and thanked Kara for summarizing the meetings very well. Andrew asked that the Board think about the topics and provide any additional comments or questions to him, Dwayne or Kara so they can start preparation of a draft final for consideration at the January meeting.

D. NEW BUSINESS – None

E. UPCOMING MEETINGS

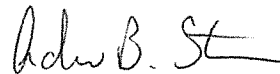
Meetings of the Authority will immediately follow meetings of the Board of Supervisors, when there is Authority business to be discussed.

Next Meeting – Monday, January 4, 2021.

F. ADJOURNMENT

Chairman David Dumeyer called for a motion to adjourn the meeting. **Motion** was made by Robert Munro, seconded by Kent Gardner and unanimously carried (5-0) to **adjourn** the West Hempfield Township Municipal Authority meeting at 9:15 p.m.

Respectfully submitted,



Andrew Stern, Secretary

