

Hanover Township Sewer Authority  
January 20, 2014  
Hanover Township Building

Chairman Greg Call called the meeting to order at 7:42 p.m. with the pledge of allegiance. Roll call was taken. Chairman Call, Vice Chairman Tim Seech, Secretary/Treasurer Nancy Voelker, Board Member Chris Truby, Project Engineer Jack Rae, Solicitor Christine Seymour, and Office Manager Patty Garrett were present. Board Member Donnie Grey was not present at the beginning of the meeting. Seven township citizens/business owners were also present.

**Reorganization:** Mrs. Voelker nominated Mr. Call for Chairman; Mr. Truby seconded. Mr. Call accepted. All in favor; pass unanimously.

Mrs. Voelker nominated Mr. Seech for Vice Chairman; Mr. Call second. Mr. Seech accepted. All in favor; pass unanimously.

Mr. Call nominated Mrs. Voelker for Secretary/Treasurer; Mr. Seech second. Mrs. Voelker accepted. All in favor; pass unanimously.

Mr. Seech nominated Mr. Truby Assistant Secretary/Treasurer; Mr. Call second. Mr. Truby accepted. All in favor; pass unanimously.

Mr. Call nominated Ms. Seymour to continue as solicitor; Mrs. Voelker second. All in favor; pass unanimously.

Mr. Seech nominated Ms. Garrett as the Open Records Officer; Mrs. Voelker second. All in favor; pass unanimously.

Mr. Seech nominated Ms. Schroeder as the Alternate Open Records Officer; Mrs. Voelker second. All in favor; pass unanimously.

Mr. Call made a motion to authorize the mileage rate at \$0.56 per mile, effective January 1, 2014; Mrs. Voelker second. Motion passed unanimously.

Mr. Call made a motion to set the regular monthly meetings on the first and third Mondays of the month at 7pm at the Hanover Township Building, with the following exceptions: September 2014 regular meetings will be the 2<sup>nd</sup> and 4<sup>th</sup> Mondays, September 8 and 22, 2014, due to Labor Day and the January 2015 meeting will be January 12, 2015, due to the Hanover Township Supervisor's reorganization meeting. The second meeting in the month can be canceled if it is determined not to be needed; Mr. Seech second. Motion passed unanimously.

Mr. Seech made a motion to confirm Gannet-Fleming as the Project Engineer; Mr. Call second. Motion passed unanimously.

Mr. Call made a motion to confirm KLH as the Consulting Engineer; Mr. Truby second. Motion passed unanimously.

Mr. Call made a motion to appoint Michael Sherrieb as Plant Operator; Mrs. Voelker second. Motion passed unanimously.

Mr. Seech made a motion to have Mr. Sherrieb prepare, certify, and submit the monthly eDMR report; Mr. Call second. Motion passed unanimously.

Mrs. Voelker made a motion to reappoint Houston & Associates as the HTSA Auditing Firm; Mr. Seech second. Motion passed unanimously.

Mr. Seech made a motion to authorize the Observer-Reporter to be the official newspaper for advertising; Mr. Call second. Motion passed unanimously.

Mr. Call made a motion to approve the current Rate & Fee Schedule; Mrs. Voelker second. Motion passed unanimously.

Mrs. Voelker made a motion to advertise the 2014 meeting schedule, to include the January 2015 meeting, at 7pm at the Hanover Township Municipal Building; Mr. Call second. Motion passed unanimously.

**Meeting Minutes:** Mr. Call made a motion to accept the minutes from the December 16, 2013 meeting; Mrs. Voelker second. Mr. Truby abstained from voting as he was not on the board in December 2013. Motion passed.

**Treasurer's Report:** Mrs. Voelker presented the December treasurer's report. The Operations account began the month with \$203,241.64 with deposits of \$50,827.77 and expenditures of \$41,931.19 for an ending balance on December 31, 2013 of \$212,138.22. The Pennvest account had a balance of \$26,597.83, the Phase 1 Tap account had a balance of \$11,904.84, and the Phase 2 Tap Fund account had a balance of \$61,305.32. There was a \$43,368.52 transfer from the Phase 2 Tap Fund account to the Pennvest account. Mr. Call made a motion to accept the December treasurer's report; Mr. Seech second. Motion passed unanimously.

Board Member Donnie Grey arrived for the meeting.

**Invoices:** Mr. Call made a motion to pay the bills in the amount of \$32,852.61; Mr. Seech second. Roll call: Mr. Call—yes, Mr. Seech—yes, Mr. Grey—yes, Mr. Truby—yes, Mrs. Voelker—abstain.

**Old Business:** AL Solutions still waiting on DEP approval to start discharging into our sewer system. Item is closed.

We have lost two blower motors in one year. Mr. Rae will give Ms. Seymour dates so she can formulate a legal argument on warrantee issues. Mr. Call made a motion to purchase a new SBR blower motor; Mr. Seech second. Motions passed unanimously.

Mr. Rae will get with Westmoreland Electric for quotes on soft-starts for the SBR blower motors.

Still no information on insulation for the ceilings in the plant.

One quote on motorizing the rolling gate is \$8487. The second quote was \$6729, but it does not include running wiring to the gate. We will verify warrantees and wiring information for a final decision is made.

Got Mission Monitor system for plant and main pump station quotes from Westmoreland. Will find out if we can get a credit from Cincinnati Insurance to not finish work on the current auto-dialer.

Work on the sludge pipes continues. The effluent meter is working. The effluent wet well has been fixed, and cleaned basin #2 to fix pipes.

Account reviews continue.

**New Business:** There are new sinkholes at the lower headworks /UV building, running between the manholes. Ms. Seymour to contact Cincinnati Insurance for plan.

**Solicitor's Report:** There are three agreements being worked on with Mr. Rae's assistance.

Mr. Grey made a motion to accept the on-going solicitor's report; Mr. Call second. Motion passed unanimously.

**Engineer's reports:** There was no KLH engineering report for this period.

Gannet-Fleming: Work is being done on the sludge piping and tanks; the samplers have been moved and are now operational; electrical work is being done; the interceptor still needs a developer's agreement.

Mrs. Voelker made a motion to pay requisition No. 94 in the amount of \$489.52 to Gannet- Fleming; Mr. Call second. Motion passed unanimously.

Mr. Seech made a motion to authorize Gannet-Fleming to submit the Chapter 94 Report; Mr. Call second. Motion passed unanimously.

Motion to pay requisition No.P2-30 in the amount of \$14,612.71; Mr. Call second. Motion passed unanimously.

**Public Comments:** Ms. Billie Budner stated that her sewer stake pointed to a water lid, so she didn't think it was her sewer tap. Her contractor dug her line to her neighbor's curb box instead. It cost her and her husband an extra \$1350 to dig to the correct one. She asked if the sewer board could reimburse her for the additional expense because of the confusion. The board members will consider and get back to her.

Mr. Morra asked several general questions.

**Adjournment:** Mr. Seech made a motion to adjourn the meeting at 10:43 p.m.; Mr. Call second. Motion passed unanimously.

Respectfully Submitted,

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Nancy Voelker, Secretary