

Hanover Township Sewer Authority  
November 18, 2013  
Hanover Township Building

Chairman Greg Call called the meeting to order at 8:11 p.m. with the pledge of allegiance. Roll call was taken. Chairman Call, Secretary/Treasurer Nancy Voelker, Board Member Donnie Grey, Project Engineer Jack Rae, Solicitor Christine Seymour, and Office Assistant Patty Garrett were present. Vice Chairman Tim Seech was absent. Township Supervisor Herb Grubbs was in attendance as well as ten township citizens/business owners.

**Meeting Minutes:** Mr. Grey made a motion to accept the minutes from the November 4, 2013 meeting with the correction on page one adding Ms. Seymour to the list of attendees; Mrs. Voelker second. Motion passed unanimously.

**Treasurer's Report:** Mrs. Voelker presented the October treasurer's report. The Operations account began the month with \$146,512.48 with deposits of \$52,052.48 and expenditures of \$37,322.43 for an ending balance on October 2013 of \$161,242.36. The Pennvest account had a balance of \$4,913.57, the Phase 1 Tap account had a balance of \$11,731.63, and the Phase 2 Tap Fund account had a balance of \$220,193.06. There was a \$21,684.26 transfer from the Phase 1 Tap Fund account to the Pennvest account. Mr. Grey made a motion to accept the October treasurer's report; Mr. Call second. Motion passed unanimously.

**New Business:** We will get quotes for insulation in the ceiling of the control building. Request reimbursement from project funds.

We will get quotes on motorizing the upper gate at the plant and submit the request for reimbursement from project funds.

We will get quotes for work benches and garage materials needed for pump maintenance and repair on site and submit the request for reimbursement from project funds.

We have a quote from Mission Monitoring for the equipment at the plant and main pump station. We need a quote from Westmoreland Electric for installation.

The Board, engineer, and Cincinnati Insurance to consider a radiant heater in the bathroom instead of a six foot baseboard heater that interferes with the bench and the shower.

Mr. Grey made a motion to hire Patricia Garrett as the office manager for the Hanover Township Sewer Authority; Mr. Call second. Roll call: Mr. Call—yes, Mrs. Voelker—abstain, Mr. Grey—yes. Motion passed.

Mrs. Voelker made a motion to hire KLH as Consulting Engineer; Mr. Call second. Motion passed unanimously.

**Old Business:** The Davidson contract to operate the plant ends December 31, 2013. KLH offered operation services. Will send letter to Davidson ending the relationship.

The price of odor-control chemicals is going up in 2014. We will purchase enough chemical to fill the tanks at 2013 price.

We have an agreement for AL Solutions to be sent to PA DEP and WV DEP. We need a special services agreement between HTSA and AL Solutions.

The purchase of the Knox Box and the safety signage has been put on hold until the construction is completed at the plant.

WCCED needs the PennDOT permit extended.

Ms. Seymour has not yet found a working draft of a Live Nation Agreement.

The Cincinnati Insurance takeover continues to finish construction of the plant.

The Bella Contract 6 Bond is an 18-month maintenance bond.

The audit of all accounts is continuing.

**Solicitor's Report:** A liening/collections resolution was provided to the Board for review and recommends adoption when finalized.

All other items already covered in old business.

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

**Engineer's report:** The Wetlands Verifications Report has been forwarded to the Corps of Engineers.

Some issues are being worked out with Cincinnati Insurance.

Gannett-Fleming will walk down the site to check grading, restoration, and final seeding.

Mr. Grey made a motion to accept the engineer's report; Mrs. Voelker second. Motion passed unanimously.

**Correspondence:** There was no correspondence for this meeting.

**Public Comments:** Ms. Bonnie Osborne's daughter, Trudy, questioned the validity of her mother's account review. Matters of personal nature were referred to the office for non-public discussion.

**Adjournment:** Mr. Grey made a motion to adjourn the meeting at 10:02 p.m.; Mrs. Voelker second. Motion passed unanimously.

Respectfully Submitted,

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Nancy Voelker, Secretary