

Hanover Township Sewer Authority

June 1, 2015

Hanover Township Building

Chairman Greg Call called the meeting to order at 7:05 p.m. with the pledge of allegiance. Roll call was taken. Chairman Greg Call, Vice Chairman Timothy Seech, Secretary/Treasurer Nancy Voelker, Assistant Secretary/Treasurer Chris Truby, Board Member Donnie Grey, Project Engineer Jack Rae, Consulting Engineer Mike Sherrieb, Solicitor Matt Kalina and Office Manager Patty Garrett were present. Three township citizens/business owners were also present.

Meeting Minutes: Mr. Call made a motion to amend the Engineer's Report in minutes from the April 1, 2015 meeting to reflect "Michael Witherel" and not "Mike Sherrieb" as presented; Mrs. Voelker seconded. An error was also found in the treasurer's report. The minutes from the April 1, 2015 meeting have been tabled until all errors are corrected.

Mr. Call made a motion to accept the meeting minutes from the May 4, 2015 meeting; Mrs. Voelker second. Motion passed unanimously.

Treasurer's Report: Mrs. Voelker presented the April treasurer's report. The Operations account began the month with \$150,487.49 with deposits of \$52,504.22 and expenditures of \$110,004.49 for an ending balance on April 30, 2015, of \$92,987.22. The PennVest account had a balance of \$25,176.53, the Phase 1 Tap Fund had a balance of \$21,704.38, and the Phase 2 Tap Fund had a balance of \$33,547.95. There was a transfer of \$43,368.52 from the operating account to the PennVest account. Mr. Seech made a motion to accept the treasurer's report; Mr. Call second. Motion passed unanimously.

Invoices: Mrs. Voelker made a motion to pay the bills in the amount of \$14,794.13; Mr. Grey second. Motion passed unanimously. Mr. Seech questioned the amount paid on the Sam's Club credit card. That credit card is also the office MasterCard and is used to make purchases at other stores and online.

Mr. Seech made a motion to ratify payroll from April 26 through May 9, 2015, in the amount of \$937.06, including payroll fee; Mr. Truby second. Roll call: Mr. Call- yes, Mr. Seech—yes, Mr. Grey- yes, Mrs. Voelker- abstain, Mr. Truby- yes. Motion passed.

Mr. Seech made a motion to ratify payroll from May 10 through May 23, 2015, in the amount of \$1,371.95, including payroll fee; Mr. Call second. Roll call: Mr. Call- yes, Mr. Seech—Yes, Mr. Grey- yes, Mrs. Voelker- abstain, Mr. Truby- yes. Motion passed.

Old Business: Bank proposals – Tabled.

The third amendment to the agreement with WCCED, which includes the third bore, remains unsigned. HTSA will pursue closing out Phase 2 of the sewer project without funding the third bore.

Change to the PA American Water Company agreement- Tabled.

Long-term water shut-offs – Tabled.

Change the billing cycle – Tabled.

New Business: Mr. Call made a motion to increase \$5 on the fixed cost of the O&M of the minimum bill, per EDU, per month, and not on the debt service, to take effect 1 July; Mr. Grey second. Roll call: Mr. Call- yes, Mr. Grey- yes, Mrs. Voelker- no, Mr. Truby- yes, Mr. Seech- no. Motion passed 3-2.

Mr. Call made a motion to change HTSA turn on/off fee to \$250 each beginning 1 July; Mrs. Voelker second. Motion passed unanimously.

Mr. Call made a motion to make the following changes to the Rate Schedule, effective 1 July 2015:

- Application Fee, Residential from \$100 to \$125
- Application Fee, Commercial from \$150 to \$200
- Application Fee, Industrial, from \$300 to \$400
- Installation Reinspection Fee, from \$75 to 100 each time
- Developer Review Fee, two or more lots \$1500 or actual
- Tap Fee, Subsequent Customers, from \$4500 to \$5000
- Maintenance & Repair Service Fee, from \$75/hr to \$100/hr
- Return Check Fee, from \$30 to \$50 each time

Mr. Truby second. Motion passed unanimously.

Meter tampering – Tabled.

Mr. Call made a motion to add Mrs. Garrett as a signer on the bank accounts, where she can only sign with Mr. Call where two signatures are required; Mr. Truby second. Motion passed with Mrs. Voelker abstained from voting.

Solicitor's Report: There was no public report.

Engineer's report: Mr. Seech made a motion to pay requisition P2-44 in the amount of \$7,672.64; Mr. Call second. Motion passed unanimously.

Two PennVest reimbursements possibly forthcoming.

The Hydro-Recovery agreement is to go to the attorney for review.

Mr. Call made a motion to accept the Engineer's Report as presented; Mr. Seech second. Motion passed unanimously.

Correspondence: An email came from the township secretary requesting removal of the grinder pumps stored in the lower portion of the old township building. Those pumps will be moved to a different location.

Public Comment: No public comment.

Adjournment: Mr. Call made a motion to adjourn the meeting to an executive session at 10:17 pm. Mr. Seech second. Motion passed unanimously.

Respectfully Submitted,

Nancy Voelker, Secretary