

Hanover Township Sewer Authority
August 7, 2017
Hanover Township Municipal Building

Chairman Greg Call called the meeting to order at 7:06 p.m. with the pledge of allegiance. Roll call was taken. Chairman Mr. Call, Secretary/Treasurer Nancy Voelker, Assistant Secretary/Treasurer Chris Truby, Board Member Donnie Grey, Solicitor Matt Kalina, Engineer Jack Rae, and Office Manager Patty Garrett were present. Vice Chairman Timothy Seech and Field Operations Manager Mark Lashhorn were not present at the beginning of the meeting. There were two township citizens/business owners present.

Meeting Minutes: Mr. Grey made a motion to accept the minutes from the July 10, 2017 meeting; Mrs. Voelker second. Motion passed with Mr. Truby abstaining as he was absent from the July 10, 2017, meeting.

Treasurer's Report: Mrs. Voelker presented the Treasurer's Report for the month of July 2017. The Operations account began the month with \$104,418.17 with deposits of \$96,605.57 and expenditures of \$73,567.02 for an ending balance on July 31, 2017, of \$127,456.72. The PennVest account had a balance of \$20,783.39, and the tap Fund had a balance of \$61,139.36. Mr. Grey made a motion to accept the July treasurer's report; Mr. Call second. Motion passed unanimously.

Invoices: Mr. Call made a motion to ratify the invoices in the amount of \$36,309.56; Mr. Truby second. Motion passed unanimously.

Mr. Truby made a motion to ratify payroll for the pay period July 2 through July 15, 2017, in the amount of \$1,090.65, including the payroll fee; Mr. Grey second. Roll call: Mr. Call – yes, Mrs. Voelker – abstain, Mr. Grey – yes, Mr. Truby – yes. Motion passed.

Mr. Truby made a motion to ratify payroll for the pay period July 16 through July 29, 2017, in the amount of \$1,244.51, including the payroll fee; Mr. Call second. Roll call: Mr. Call – yes, Mrs. Voelker – abstain, Mr. Grey – yes, Mr. Truby – yes. Motion passed.

Old Business: Mr. Truby still looking into Co-Stars for the LSA grant.

Field Operations Manager, Mark Lashhorn, arrived at 7:25 pm.

Phase 2 Final Notices to Connect issues:

- One customer never had any intention to connect the trailer on her property. Intention was to remove it and rebuild in its place or remove it and leave empty lot, depending on retirement plans in 3-4 years. Requesting board consider waiving connection at this time. Customer has paid the tap fee and is paying the vacancy rate each month. Due to the length of time until retirement, this customer is required to tap at this time.

Vice Chairman, Tim Seech, arrived at 7:32 pm.

- One customer requested his requirement to tap at this time be delayed until he could have his tenant evicted from the property to avoid any damage to the grinder pump. Request is denied.

Failure to remedy I&I issues penalties handled in solicitor's report.

The DEP license is back. They did not tighten any of the requirements. It is good for five years.

New Business: Mrs. Voelker made a motion to sign the Campbell & Levine release stating HTSA has no liens on 668 Steubenville Pike; Mr. Call second. Motion passed unanimously.

The industrial waste survey came in the mail for Kramer's greenhouse and new brewery. Mr. Buzza at Gannett Fleming will need to look at the survey to determine if there will need to be any pre-treatment of the sewage from the brewery.

A customer made a comment about not using the amount of water allocated in the flat fee for well water customers. At this time, the board decision not to allow further meters on wells will stand.

Solicitor's Report: Mrs. Voelker made a motion to accept Resolution 2017-1 Amending Section 17 of the Rules and Regulations of the Hanover Township Sewer Authority; Mr. Call second. Motion passed unanimously. This resolution is subject to hardship surcharges, Time of Sale, and a Rate Schedule revision.

Mr. Truby made a motion to accept Resolution 2017-2 Amending Section 7 of Resolution 2016-25 Regarding Maintenance and Repairs of Individual Onsite Pumping Systems; Mr. Seech second. Motion passed unanimously. This resolution requires the owner to have the pump well pumped/drained in the event of pump flooding before any maintenance can be performed. It also requires the owner to clear the pump area of debris, vegetation, or obstruction of any kind for maintenance.

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

Engineer's Report: The electrical inspection was completed but HTSA has not yet received the final report.

Mr. Seech made a motion to accept the engineer's report; Mr. Call second. Motion passed unanimously.

Correspondence: Ms. Kady sent a series of emails asking various questions. These questions were handled via email.

Ms. Porr sent a request for low-income assistance. At this time, there are only payment plans to assist low-income customers. Once HTSA is on a more solid financial footing, we hope to be able to offer a more substantial assistance for customers in need.

One customer sent a note stating he is refusing to pay more than \$10 for the certified letter because they actually cost \$6.49. This customer, as well as most others, would not realize the extra time it takes to do a certified letter. Each one was researched for correct property ownership and mailing address, amount due, individualized rather than a standard letter, the extra documents for the envelopes, certified and regular mail, the trip to the post office, and the sheer volume that had to go out at the same time. Had each customer connected in a timely manner, there would not have been a need for the final connection notice.

Mr. Casciato sent a letter requesting an extension of the deadline to install his grinder pump. With the contractors busy installing pumps, HTSA will extend the time to install as long as there is progress toward installation.

Public Comment: Mr. Morra asked for an update on Live Nation. The most current agreement is still in the possession of Live Nation. They have not contacted HTSA with any changes.

Adjournment: Mr. Seech made a motion to adjourn the meeting to an executive session at 8:57 p.m.; Mr. Truby second. Motion passed unanimously. Executive session adjourned at 9:39 p.m.

Respectfully submitted,

Nancy Voelker, Secretary