

Hanover Township Sewer Authority
January 8, 2018
Hanover Township Municipal Building

Chairman Greg Call called the meeting to order at 7:05 p.m. with the pledge of allegiance. Roll call was taken. Chairman Mr. Call, Vice Chairman Timothy Seech, Secretary/Treasurer Nancy Voelker, Assistant Secretary/Treasurer Chris Truby, Board Member Donnie Grey, Solicitor Matt Kalina, Project Engineer Jack Rae, Field Operations/Plant Operator Mark Lashhorn, and Office Manager Patty Garrett were present. No township citizens/business owners were present.

Reorganization:

Mrs. Voelker nominated Mr. Call as Chairman of the Board; Mr. Seech second. Mr. Call accepted. All in favor; passed unanimously.

Mr. Call nominated Mr. Seech as Vice Chairman; Mr. Truby second. Mr. Seech accepted. All in favor; passed unanimously.

Mr. Seech nominated Mrs. Voelker as Secretary/Treasurer; Mr. Call Second. Mrs. Voelker accepted. All in favor; passed unanimously.

Mr. Seech nominated Mr. Truby as Assistant Secretary/Treasurer; Mrs. Voelker second. Mr. Truby accepted. All in favor; passed unanimously.

Mr. Call made a motion to reappoint Witherel & Associates as Authority Solicitor; Mr. Seech second. Motion passed unanimously.

Mr. Call made a motion to appoint Gannett Fleming/Jack Rae as Authority Engineer; Mr. Truby second. Motion passed unanimously.

Mr. Seech made a motion to authorize the IRS mileage rate of \$0.545 per mile, effective January 1, 2018; Mr. Truby second. Motion passed unanimously.

Mr. Truby made a motion to set the regular monthly meetings as the first and third Monday of each month with the exception of July 9 and 24 and September 10 and 24 for those months. The next reorganization meeting will be January 7, 2019; Mr. Call second. Motion passed unanimously.

Meeting Minutes: Mr. Seech made a motion to accept the December 4, 2017, meeting minutes as written; Mr. Call second. Motion passed unanimously.

Treasurer's Report: Mrs. Voelker presented the treasurer's report for the month of December 2017. The Operations account began the month with \$84,377.38 with deposits of \$76,017.45 and expenditures of \$70,344.33 for an ending balance on December 29, 2017, of \$90,050.50. The PennVest account had a balance of \$20,783.39, and the Tap Fund had a balance of \$89,134.68. Mr. Truby made a motion to accept the November treasurer's report; Mr. Seech second. Motion passed unanimously.

Invoices: Mrs. Voelker made a motion to ratify the invoices in the amount of \$48,548.01; Mr. Grey second. Motion passed unanimously.

Mr. Seech made a motion to ratify payroll from December 3 through December 16, 2017, in the amount of \$1,224.43, including payroll fee; Mr. Truby second. Roll call: Mr. Call – yes, Mr. Seech – yes, Mrs. Voelker – abstain, Mr. Grey – yes, Mr. Truby – yes. Motion passed.

Mr. Call made a motion to ratify payroll from December 17 through December 30, 2017, in the amount of \$1,066.28, including payroll fee; Mr. Truby second. Roll Call: Mr. Call – yes, Mr. Seech – yes, Mrs. Voelker – abstain, Mr. Grey – yes, Mr. Truby – yes. Motion passed.

Old Business: Mrs. Voelker made a motion to adopt the 2018 Budget; Mr. Truby second. Motion passed unanimously.

A new control panel is being built to repair the Bucey pump station. The insurance company is releasing the remainder of the settlement to pay for it.

HTSA has received six proposals for annual auditing services. Mr. Call made a motion to select auditor via email once references are checked; Mrs. Voelker second. Motion passed unanimously.

Purchase orders are required for the contractors planned for the wetwell lining project before LSA will issue an order to proceed.

Mr. Call made a motion to authorize Mr. Kalina to prepare a revision to Resolution 2017-1 and to contact the township to establish a new ordinance; Mrs. Voelker second. Motion passed unanimously. This revision and ordinance will allow the use of the new dye test form.

New Business: There was no new business.

Solicitor's Report: Mr. Kalina is preparing six liens to civil judgments.

HTSA to forward I&I information for Live Nation correspondence.

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

Engineer's report: Mr. Call needs to go into PennVest Docusign to digitally sign the final paperwork to close out the project.

The sewer main has been extended to the Hormann building expansion with no problems. The existing line has not been corrected.

WCCED to begin Phase 1C of earthwork to expand Starpointe Business Park.

Rover is enlarging the bore pit to allow for larger equipment.

Mr. Truby made a motion to authorize Service Authorization 2018-1 under Master Services Agreement dated July 10, 2017; Mr. Call second. Motion passed unanimously.

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

Correspondence: HTSA received a letter from a customer contesting the added charges from an account review and has requested additional documentation. Mr. Kalina will research the court case referenced in the letter and give his opinion on its relevance.

Public Comment: There was no public comment.

Adjournment: Mr. Seech made a motion to adjourn the meeting at 9:09 p.m.; Mr. Truby second. Motion passed unanimously.

Respectfully Submitted,

Nancy Voelker, Secretary