

Hanover Township Sewer Authority
May 7, 2019
Bavington Road Sewer Treatment Plant

Chairman Greg Call called the meeting to order at 7:07 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, Eric Buzza for Gannett Fleming Engineer, Field Operations/Plant Operator Mark Lashhorn, and Office Manager Patty Garrett were present. No township citizens/business owners were present.

Meeting Minutes: Mr. Truby made a motion to accept the April 2, 2019, meeting minutes; Mrs. Voelker second. Motion passed unanimously.

Treasurer's Report: Mrs. Voelker presented the treasurer's report for the month of April 2019. The Operations account began the month with \$208,577.35 with deposits of \$70,537.29 and expenditures of \$69,346.52 for an ending balance on April 30, 2019, of \$209,768.12. The Tap Fund had a balance of \$39,234.49, and the Maintenance Fund had a balance of \$9,005.81. Mr. Grey made a motion to accept the April treasurer's report; Mr. Call second. Motion passed unanimously.

Invoices: Mrs. Voelker made a motion to ratify the invoices in the amount of \$72,661.24; Mr. Truby second. Motion passed unanimously.

Mr. Call made a motion to ratify payroll from March 24 through April 6, 2019, in the amount of \$1,286.26, 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. Seech made a motion to ratify payroll from April 7 through April 20, 2019, in the amount of \$1,136.56, 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. Truby made a motion to ratify payroll from April 21 through May 4, 2019, in the amount of \$1,203.99, including payroll fee; Mr. Seech second. Roll call: Mr. Call – yes, Mr. Seech – yes, Mrs. Voelker – abstain, Mr. Grey – yes, Mr. Truby – yes. Motion passed.

Office Manager Report: The balance owed from a property sold without a sewer lien letter has been transferred to the new owner.

The letter to West Penn Power is not yet finished.

Standard billing for Muni-Link customers under \$500 per month is one annual invoice paid in advance.

Glatfelter Insurance finally submitted an invoice for the partial year contract.

Comcast replaced a malfunctioning amplifier, increasing our internet speed to where it should be. It is not necessary to upgrade at this time. Surveillance service information was provided.

Locking mailboxes for the plant and the township building will be obtained after a package disappeared from the regular mailbox.

Unclaimed property will need to be submitted to the state by April 15 of each year beginning in 2020.

An attorney contacted the office concerning one of our customers. Mr. Kalina's information was given to the attorney.

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

New Business: Mr. Lashhorn's employee, Mr. Patrick, has been subpoenaed for a hearing concerning an incident with one of our customers in December. The hearing is May 29, 2019.

Old Business: HTSA Rules and Regulations are clear enough that if a pump goes missing, the property owner needs to purchase a new one.

The Bavington Road bridge replacement is on-going with no adverse impact to plant operations.

Mrs. Garrett or Mr. Buzza to research Co-Stars for pole barns to be used for pump storage.

Rain gauges to be ordered for the plant and Devils Den pump stations.

Solicitor's Report: No items for public discussion, but one item for an executive session.

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

Engineer's report: Starpointe Phase 1C engineering contact no longer on the project. Mr. Buzza to get shop drawings from the new contact.

The Wetland Recovery Report has been scheduled for May 13, 2019.

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

Public Comment: There was no public comment.

Adjournment: Mr. Call made a motion to adjourn the meeting to an executive session at 8:16 p.m.; Mr. Seech second. Motion passed unanimously. No action was taken and the executive session ended at 8:33 p.m.

Respectfully Submitted,

Nancy Voelker, Secretary