

Hanover Township Sewer Authority
January 9, 2017
Hanover Township Municipal Building

Chairman Greg Call called the meeting to order at 7:00 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, and Office Manager Patty Garrett were present. Three township citizens/business owners were present.

Reorganization:

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

Mr Call nominated Mr. Seech as Vice Chairman; Mrs. Voelker second. Mr. Seech accepted. All in favor; pass unanimously.

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

Mr. Seech nominated Mr. Truby as Assistant Secretary/Treasurer; Mr. Call second. Mr. Truby accepted. All in favor; pass unanimously.

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

Mr. Call made a motion to reappoint Gannett Fleming/Jack Rae as Project Engineer; Mrs. Voelker second. Motion passed unanimously.

Mr. Call made a motion to authorize the IRS mileage rate of \$0.535 per mile, effective January 1, 2017; Mr. Seech second. Motion passed unanimously.

Mr. Call made a motion to set the regular monthly meetings as the first and third Monday of each month with the exception of July 10 and September 11 being the only meetings in those months. The reorganization meeting will be January 8, 2018; Mr. Seech second. Motion passed unanimously.

Meeting Minutes: Mr. Call made a motion to accept the December 5, 2016, meeting minutes with the correction in the date of payroll; Mr. Truby second. Motion passed unanimously.

Treasurer's Report: Mrs. Voelker presented the treasurer's report for the month of November 2016. The Operations account began the month with \$120,258.32 with deposits of \$78,528.52 and expenditures of \$80,397.73 for an ending balance on November 30, 2016, of \$118,389.11. The PennVest account had a balance of \$20,783.39, and the Tap Fund had a balance of \$26,984.07. The balance on the line of credit on November 30, 2016 was \$0.00. Mr. Seech made a motion to accept the November treasurer's report; Mr. Truby second. Motion passed unanimously.

Mrs. Voelker presented the treasurer's report for the month of December 2016. The Operations account began the month with \$118,389.11 with deposits of \$65,538.24 and expenditures of \$45,400.10 for an ending balance on December 30, 2016, of \$138,527.25. The PennVest account had a balance of \$60.61, and the Tap Fund had a balance of \$29,985.27. The line of credit was closed on December 9, 2016. Mr. Truby made a motion to accept the December treasurer's report; Mr. Call second. Motion passed unanimously.

Invoices: Mrs. Voelker made a motion to ratify the invoices in the amount of \$39,739.28; Mr. Call second. Motion passed unanimously.

Mr. Grey made a motion to ratify payroll from December 4 through December 17, 2016, in the amount of \$1,567.38, 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 December 18 through December 31, 2016, in the amount of \$1,343.31, including payroll fee; Mr. Call second. Roll Call: Mr. Call – yes, Mr. Seech – yes, Mrs. Voelker – abstain, Mr. Grey – yes, Mr. Truby – yes. Motion passed.

Old Business: The owner of 40 Circle drive has resolved the delinquency issue with a payment plan. Item is closed.

The LSA Grant application for Devils Den and Bucey pump station wetwell lining project has been approved. They will send us further information.

New Business: Due to health reasons, Susan Schroeder will no longer be employed by HTSA. At this time, she will not be replaced.

Mrs. Voelker made a motion to engage Nusida Accounting Services up to 24 hours per month at the rate of \$40 per hour; Mr. Truby second. Motion passed unanimously.

An executive session was scheduled for January 16, 2017 to discuss personnel issues.

HTSA has received two gas heaters that can be utilized in the garage for supplemental heat. HTSA will get estimates to have ceiling fans installed and propane brought to the site.

PMAA's annual Board Member Training is available for anyone interested in attending on March 7, 2017 in Cranberry.

Solicitor's Report: There is no public report.

Engineer's report: Gannett Fleming is working on the PennVest final drawdown.

We will have the record drawings at the next meeting.

The plant permit renewal was submitted on December 22, 2016. It could be several months before we get the draft permit.

Mr. Call made a motion to authorize up to \$2,600.00 for Gannett Fleming to write and submit the 2016 Chapter 94 Report as required by the PA DEP; Mrs. Voelker second. Motion passed unanimously.

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

Correspondence: There was a letter received by KLH Engineers acknowledging that we are no longer retaining them as a consulting engineer and they are available in the future should we need their services again.

Public Comment: A comment was made about the problem of inflow/infiltration (I&I). We have to be able to find it and correct it. Smoke testing and dye testing were brought up. The board will consider a dye test for the sale of property.

Adjournment: Mr. Seech made a motion to adjourn the meeting at 9:18 p.m.; Mrs. Voelker second. Motion passed unanimously.

Respectfully Submitted,

Nancy Voelker, Secretary