

Hanover Township Sewer Authority  
November 6, 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, Vice Chairman Timothy Seech, Secretary/Treasurer Nancy Voelker, Assistant Secretary/Treasurer Chris Truby, Board Member Donnie Grey, Engineer Johanna Liller for Jack Rae, Solicitor Matt Kalina, Field Operations Manager Mark Lashhorn, and Office Manager Patty Garrett were present. There was one township citizen present.

**Meeting Minutes:** Mr. Truby made a motion to accept the minutes from the October 2, 2017 meeting; Mr. Grey second. Motion passed with Mr. Seech and Mrs. Voelker abstaining.

**Treasurer's Report:** Mrs. Voelker presented the Treasurer's Report for the month of October 2017. The Operations account began the month with \$116,036.64 with deposits of \$58,312.39 and expenditures of \$78,847.14 for an ending balance on October 31, 2017, of \$95,501.89. The PennVest account had a balance of \$20,783.39, and the tap Fund had a balance of \$79,138.48. Mr. Seech made a motion to accept the October treasurer's report; Mr. Call second. Motion passed unanimously.

**Invoices:** Mrs. Voelker made a motion to ratify the invoices in the amount of \$41,773.69; Mr. Truby second. Motion passed unanimously.

Mr. Seech made a motion to ratify payroll for the pay period September 24 through October 7, 2017, in the amount of \$1,142.18, including the payroll fee; Mr. Call 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 for the pay period October 7 through October 21, 2017, in the amount of \$1,142.19, including the 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:** Kerry Fox needs to clear us to use CoStars versus bidding the wetwell lining project.

Mr. Rae to review the paperwork for the Scannell property in Starpointe.

According to one surveying company, the lot on Steubenville Pike was never subdivided from the initial parcel. Mr. Kalina to contact the surveyor to inquire about issues.

Mr. Truby to send the office samples of dye test forms.

Mr. Call made a motion to approve up to \$3,660 for Kosol Electric to replace the lights at all of the pump stations; Mr. Truby second. Motion passed unanimously.

**New Business:** Mr. Seech made a motion to accept Glatfelter Insurance Group as HTSA's new insurance carrier; Mr. Call second. Motion passed unanimously.

The office is to work with Mr. Rae to develop a process for Developer Reviews.

Office to research a surcharge amount for those unable or unwilling to fix or remove sources of I&I.

Office to prepare the annual mass mailing of grinder pump information. Included will be information on the customer portal.

Mr. Call made a motion to direct Denise Nusida and Mrs. Garrett to draft a 2018 budget; Mr. Grey second. Motion passed unanimously.

Mr. Truby made a motion to sign the Pennsylvania American Water Winter Moratorium; Mr. Seech second. Motion passed unanimously.

Mrs. Voelker made a motion to ratify Mrs. Garrett to attend the Delinquency webinar; Mr. Call second. Motion passed unanimously.

Mr. Call made a motion authorizing Mrs. Garrett to attend the Water Termination webinar; Mrs. Voelker second. Motion passed unanimously.

**Engineer's Report:** Final DEP inspection has been completed. Phase 2 is closed.

Rover is moving more earth than they thought they would have to. They still need to dig the bore pit and they should begin the bore within two weeks. They are going under the sewer line with a one-foot clearance.

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

**Solicitor's Report:** Mr. Kalina assisted the township solicitor with changes to Township Ordinance 106. The supervisors are to adopt the amendment at the November meeting.

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

**Correspondence:** None.

**Public Comment:** None

**Adjournment:** Mrs. Voelker made a motion to adjourn to an executive session for legal matters at 9:24 p.m.; Mr. Seech second. No action to be taken. Motion passed unanimously.

Respectfully submitted,

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Nancy Voelker, Secretary