

Hanover Township Sewer Authority
January 7, 2020
Bavington Road Sewer Treatment Plant

Chairman Greg Call called the meeting to order at 7:02 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, Gannett Fleming Engineer Eric Buzza, Field Operations Manager Mark Lashhorn, and Office Manager Patty Garrett were present. One township citizen/business owner was present.

Old Business: Dave Fasiczka from Gulisek Construction, the bridge replacement contractor, has petitioned the State of Pennsylvania to be allowed to work through the winter shutdown. He also requested that HTSA notify the public to limit their visits to the authority office to avoid unnecessary wear and tear on the temporary driveway. HTSA has granted Gulisek's request to leave the bottom gate open at all times to maintain access to the driveway for equipment movement and nighttime demolition work.

Reorganization:

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

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

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

Mr. Call nominated Mr. Truby as Assistant Secretary/Treasurer; Mrs. Voelker second. Mr. Truby accepted. All in favor with Mr. Truby abstaining; motion passed.

Mr. Call made a motion to reappoint Witherel & Associates as Authority Solicitor with Mr. Kalina representing; reappoint Gannett Fleming as the Authority Engineer with Mr. Buzza representing; set the mileage rate at the IRS rate; and set the regular monthly meetings as the first and third Tuesdays of each month with the meeting location to be the sewer plant; Mr. Truby second. Roll call: Mr. Call – yes, Mr. Seech – yes, Mrs. Voelker – yes, Mr. Truby – yes, Mr. Grey – yes. Motion passed unanimously.

Meeting Minutes: Mr. Seech made a motion to accept the December 3, 2019, meeting minutes; Mr. Truby second. Motion passed unanimously.

Treasurer's Report: Mrs. Voelker presented the Treasurer's Report for the month of December 2019. The Operations account began the month with \$235,206.18 with deposits of \$85,628.00 and expenditures of \$70,969.78 for an ending balance on December 31, 2019, of \$249,864.40. The Maintenance Fund had a balance of \$11,589.53, and the Tap Fund had a balance of \$55,601.49. Mr. Seech 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 bills in the amount of \$60,452.22; Mr. Call second. Motion passed unanimously.

Mr. Call made a motion to ratify payroll for the pay period December 1 through December 14, 2019, in the amount of \$1,198.03 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.

Mr. Grey made a motion to ratify payroll for the pay period December 15 through December 28, 2019, in the amount of \$855.97 including the 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: Mr. Call made a motion to accept the contract for Nusida Accounting Services; Mrs. Voelker second. Motion passed with Mr. Seech voting No.

One more insurance quote is due for the yearly liability and workers compensation policies for 2020.

An update of the high-value liens has been submitted to the solicitor for action.

The Rules and Regulations do not require a change to account for clogged laterals.

The board is to consider rate schedule changes, and the possibility of the sale of the 1-acre parcel owned in Smith Township.

Mr. Kalina made changes to the health department notice for occupied properties without access to running water. Notice to be submitted to the health department.

The billing late fee can be either 2% of the entire outstanding balance or 2% of only the current month's charges.

The floor for the new pole barn is due to be delivered on January 8, 2020, by Reynolds Brothers. Reynolds Brothers will also move the trailer from the old township building property to the sewer plant.

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

New Business: There was no new business to report.

Solicitor's Report: An update on the Live Nation agreement may be received by January 10, 2020.

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

Engineer's report: The Devils Den valve will be replaced once the weather permits.

HTSA has been awarded the LSA Grant for which was applied. Funds will be available after September 1, 2020.

Live Nation has remained under their discharge limit.

The information request to complete the Chapter 94 Report will be submitted as soon as possible.

Mr. Call made a motion to authorize Gannett Fleming to apply for a highway occupancy permit for the road bore and line tap for 960 Steubenville Pike; Mrs. Voelker second. Motion passed unanimously.

Mr. Buzza submitted the 2019 Gannett Fleming billing records through October 2019.

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

Public Comment: None

Adjournment: Mr. Call made a motion to adjourn at 8:58 p.m.; Mrs. Voelker second. Motion passed unanimously.

Respectfully Submitted,

Nancy Voelker, Secretary