

Hanover Township Sewer Authority  
November 3, 2020  
Bavington Road Sewer Treatment Plant

Chairman Greg Call called the meeting to order at 7:04 p.m. with the pledge of allegiance. Roll call was taken. Chairman Mr. Call, Assistant Secretary/Treasurer Chris Truby, Gannett Fleming Engineer Eric Buzza, Field Operations Manager Mark Lashhorn, and Office Manager Patty Garrett were present. Vice Chairman Timothy Seech, Secretary/Treasurer Nancy Voelker, Board Member Donnie Grey, and solicitor Matt Kalina participated via phone. No citizens/business owners attended the meeting.

**Meeting Minutes:** Mr. Truby made a motion to accept the meeting minutes from October 6, 2020 with one correction; Mr. Call second. Motion passed unanimously.

**Treasurer's Report:** Mrs. Voelker presented the Treasurer's Report for the month of October 2020. The Operations account began the month with \$190,896.08 with deposits of \$62,249.36 and expenditures of \$87,000.89 for an ending balance on October 31, 2020, of \$166,144.55. The Maintenance Fund had a balance of \$9,520.05, and the Tap Fund had a balance of \$102,433.24. Mr. Seech made a motion to accept the October treasurer's report; Mr. Truby second. Motion passed unanimously.

**Invoices:** Mr. Call made a motion to ratify the bills in the amount of \$45,756.28; Mrs. Voelker second. Motion passed unanimously.

Mr. Truby made a motion to ratify payroll for the pay period October 4 through October 17, 2020, in the amount of \$1,311.27 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.

Mr. Truby made a motion to ratify payroll for the pay period October 18 through October 31, 2020, in the amount of \$1,311.27 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.

**Office Manager Report:** Mr. Seech made a motion to add up to five (5) deposits for sheriff sales at \$2,000 each to the 2021 budget; Mr. Call second. Motion passed unanimously.

The HTSA one-acre property auction has one bid at this time.

Claims against the estates of deceased customers can be filed at the County Registrar's Office.

Adding the Notifications Module to the Muni-Link software will require some manual data manipulation of customer account information before it can be implemented. Mrs. Garrett to update the information needed.

The Board to consider a used single man lift for use in the garage through Municibid and possibly a used washer for use at the plant.

There were 1 liens filed and 0 lien satisfied.

Conference and training opportunities were presented to the board.

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

**Old Business:** 6K Additive prepared a discharge remediation plan for HTSA and engineering review and approval.

The HTSA Rules and Regulations update is nearly complete.

**New Business:** The attorney's fees will increase from \$135 per hour to \$145 effective January 2021.

**Solicitor's Report:** The solicitor's report was presented at an executive session from 7:41 pm until 8:00 pm. No action was taken.

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

**Engineer's Report:** Mr. Buzza examined the pipes from the Devils Den manhole repair and recommended reinforcing the bedding at the air release valves to prevent damage at any other manholes.

The industrial inspections will include the 6K Additive remediation plan.

The Starpointe Phase 1C extension is 70% finished and should be completed by the end of November.

The Contractor's Agreement for the LSA Grant awarded earlier this year has been completed and returned to Washington County, but there has not been a response from the county as yet.

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

**Public Comment:** There was no public comment.

**Adjournment:** Mr. Seech made a motion to adjourn the meeting at 8:05 pm; Mrs. Voelker second. Motion passed unanimously.

Respectfully Submitted,

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Nancy Voelker, Secretary