

Hanover Township Sewer Authority
December 7, 2021
Bavington Road Sewer Treatment Plant

Chairman Greg Call called the meeting to order at 7:00 p.m. with the pledge of allegiance. Roll call was taken. Chairman Greg Call, Vice Chairman Mr. Seech, Secretary/Treasurer Nancy Voelker, Assistant Secretary/Treasurer Chris Truby, Solicitor Matt Kalina, Field Operations Manager Mark Lashhorn, and Office Manager Patty Garrett were present. Gannett Fleming Engineer Eric Buzza was present via telephone. Board Member Donnie Grey was not present. No township citizens/business owners were present.

Meeting Minutes: Mrs. Voelker made a motion to accept the November 16, 2021, meeting minutes; Mr. Truby second. Motion passed with Mr. Truby abstaining.

Treasurer's Report: Mrs. Voelker presented the Treasurer's Report for the month of November 2021. The Operations account began the month with \$268,272.42 with deposits of \$60,366.24 and expenditures of \$74,785.96 for an ending balance on November 30, 2021, of \$253,852.70. The Maintenance Fund had a balance of \$14,903.13, and the Tap Fund had a balance of \$181,831.46. Mr. Seech made a motion to accept the November treasurer's report; Mr. Truby second. Motion passed unanimously.

Invoices: Mr. Call made a motion to ratify the bills in the amount of \$78,318.26; Mrs. Voelker second. Motion passed unanimously.

Mr. Seech made a motion to ratify payroll for the pay period November 14 through November 27, 2021, in the amount of \$1,312.27 including the payroll service fee; Mr. Truby second. Roll call: Mr. Call – yes, Mr. Seech – yes, Mrs. Voelker – abstain, Mr. Truby – yes. Motion passed.

Office Manager Report: Mr. Call signed the letter to the Hanover Township Supervisors requesting to be reappointed to the Sewer Board for another five-year term to run January 2022 through December 2027.

A proposal was received from Cummins to perform optional maintenance on the main plant generator. Mr. Lashhorn can perform the same maintenance at a much cheaper cost to the authority.

Changes were made to the insurance coverage for the authority to be effective immediately. Grundy Insurance is preparing a quote in an effort to win our business.

HTSA needs to obtain a SAM number to qualify for Municipal Covid funds.

Participating in the Dollar Energy Fund program is still being researched.

The letter for the final connection notice is still being drafted.

The paperwork for the funds being held by the Pennsylvania Unclaimed Property Office has been submitted.

Correspondence of a general, non-reportable nature was presented to the board members.

There was one lien filed and one lien satisfied.

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

New Business: Mrs. Voelker made a motion to adopt the Rate Schedule with the priority letter fee increased to \$25 and certified letter fee increased to \$35 effective January 1, 2022; Mr. Truby second. Motion passed unanimously.

An executive session was held from 7:47pm to 8:03pm for personnel issues.

Mrs. Voelker made a motion to adopt Schedule B of the Mark Lashorn Enterprises (MLE) contract dated April 4, 2016, to increase the Fee for Services by 8 percent effective immediately; Mr. Truby second. Motion passed unanimously.

Mr. Lashorn will not perform service calls for any pump repairs done for customers not part of the HTSA system.

Old Business: Mr. Seech made a motion to approve the 2022 Budget with the correction for the new MLE fee for services; Mr. Truby second. Motion passed unanimously.

Solicitor's Report: Mr. Seech made a motion to ratify Resolution 2021-02, Establish A Non-Residential User Rate; Mr. Call second. Motion passed unanimously.

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

Engineer's Report: The flow monitoring readings for November have not yet been received from Drnach.

Data entry for permit renewal is ongoing.

No information received for the 2022 LSA Grant yet.

There has been no influent discoloration noted for November.

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

Public Comment: None

Adjournment: Mrs. Voelker made a motion to adjourn the meeting at 8:36 p.m.; Mr. Seech second. Motion passed unanimously.

Respectfully Submitted,

Nancy Voelker, Secretary