

Hanover Township Sewer Authority
February 15, 2022
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 Greg Call, Vice Chairman Mr. Seech, Secretary/Treasurer Nancy Voelker, Assistant Secretary/Treasurer Chris Truby, Solicitor Matt Kalina, Gannett Fleming Engineer Eric Buzza, Field Operations Manager Mark Lashhorn, and Office Manager Patty Garrett were present. Board Member Donnie Grey was not present for the meeting. No township citizens/business owners were present.

Meeting Minutes: Mr. Seech made a motion to accept the January 4, 2022, meeting minutes; Mr. Truby second. Motion passed unanimously.

Treasurer's Report: Mrs. Voelker presented the Treasurer's Report for the month of January 2022. The Operations account began the month with \$230,438.15 with deposits of \$52,448.87 and expenditures of \$54,400.68 for an ending balance on January 31, 2022, of \$228,486.34. The Maintenance Fund had a balance of \$18,481.78, and the Tap Fund had a balance of \$181,263.74. Mr. Call made a motion to accept the December treasurer's report; Mr. Seech second. Motion passed unanimously.

Invoices: Mrs. Voelker made a motion to ratify the bills in the amount of \$77,033.32; Mr. Call second. Motion passed unanimously.

Mr. Seech made a motion to ratify payroll for the pay periods December 26, 2021 through January 8, 2022, January 9 through January 22, and January 23 through February 5, 2022 in the amount of \$1,317.27 each 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: The maintenance fund does not have sufficient funds to cover the most recent TEPCO invoice. Money will be transferred from the tap fund to cover the shortfall.

Mrs. Garrett has applied for a SAM number in order to qualify for state COVID funds.

West Penn Electric will schedule the plant for an energy audit and recommend upgrades to reduce energy usage and costs.

More than 20 customers flooded their pumps during the last power outage. The annual reminder letter will be changed to reflect better instructions.

The letter to accompany the final notice to connect has been tabled until better weather.

Pennsylvania has a new program for low income customers for help with sewer bills. HTSA is a participant in the program. Details are posted on our website.

The check for unclaimed property with the state has not yet been received.

There was no reportable correspondence.

There were no new liens filed and no liens satisfied.

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

New Business: Mr. Call made a motion to change Mrs. Garrett's payroll to a salary basis at \$900 per week, 52 weeks per year; with six (6) paid holidays, those being New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, and Christmas Day; 96 hours of paid time off, taken at her discretion with chairman approval; to be revisited each January for cost of living adjustments; retroactive to January 9, 2022; second by Mr. Truby. Roll call: Mr. Call – yes, Mr. Seech – yes, Mrs. Voelker – abstain, Mr. Truby – yes. Motion passed.

More customers have installed home generators causing the minor lift station to be overrun during the last power outage. A grant application will be submitted to obtain and install generators at Phillips Lane, Riter Lane, Paris Colliers, and North Kings Creek lift stations.

Old Business: Due to the nature of business discharges, HTSA is changing the policy to business owners being responsible for maintenance and repair of the grinder pumps.

Solicitor's Report: The solicitor's report was presented during an executive session held from 8:27 pm until 8:36 pm. No action was taken.

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

Engineer's Report: Analysis of the flow monitoring data is being conducted.

The application for permit renewal has been submitted.

The in-person presentation for the LSA Grant was on January 21, 2022. Due to a scheduling error, Mr. Buzza was the only presenter.

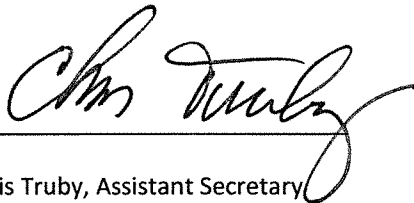
Columbia Gas still needs to schedule a date to reopen the section of the sewer line in front of Temco to inspect their repair after erroneously tapping the wrong line.

Mrs. Voelker 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 the meeting at 8:49 p.m; Mrs. Voelker second. Motion passed unanimously.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Chris Truby", written over a horizontal line.

Chris Truby, Assistant Secretary