

Hanover Township Sewer Authority
January 16, 2024
Bavington Road Sewer Treatment Plant

Chairman Timothy Seech called the meeting to order at 7:00 p.m. with the pledge of allegiance. Roll call was taken. Chairman Seech, Secretary/Treasurer Nancy Voelker, Assistant Secretary/Treasurer Chris Truby, Board Member Ralph Speer, Project Manager Eric Buzza, Solicitor Matt Kalina, Field Operations Manager Mark Lashhorn, Office Manager Patty Garrett, and Auditor Mark Turnley were present. There were no citizens/business owners present.

Mr. Seech welcomed Ralph Speer as the newest member of the HTSA sewer board. We look forward to working together.

2022 Audit: Mr. Turnley presented his findings for the 2022 Audit and answered questions.

Reorganization: Mrs. Voelker made a motion to nominate Mr. Seech as Chairman, Mr. Truby as Vice Chairman, Mrs. Voelker as Secretary/Treasurer, reappoint Witherel Kalina Law Group as Solicitor and Gannett Fleming as Engineer, and to retain Mark Turnley as Auditor; Mr. Truby second. Motion passed unanimously.

Mr. Truby made a motion to ratify and advertise the regular monthly meetings as the first and third Tuesdays of each month in 2024, and set the 2025 reorganization meeting as January 15, 2025; Mrs. Voelker second. Motion passed unanimously.

Meeting Minutes: Mr. Seech made a motion to accept the December 19, 2023 meeting minutes as written; Mr. Truby second. Motion passed with Mr. Speer abstaining.

Treasurer's Report: Mrs. Voelker presented the Treasurer's Report for the month of December 2023. The Operations account began the month with \$67,297.21 with deposits of \$49,338.57 and expenditures of \$70,033.67 for an ending balance on December 31, 2023, of \$46,602.11. The Maintenance Fund had a balance of \$7,882.83, and the Tap Fund had a balance of \$184,821.21. Mr. Seech made a motion to accept the December treasurer's report; Mr. Truby second. Motion passed unanimously.

Invoices: Mrs. Voelker made a motion to ratify the bills in the amount of \$52,711.82; Mr. Seech second. Motion passed unanimously.

Payroll: Mr. Truby made a motion to ratify payroll for the period December 11 through December 23, 2023 in the amount of \$1,478.53, and December 24, 2023 through January 6, 2024 in the amount of \$1,488.78, both to include the service fee; Mr. Seech Second. Roll call: Mr. Seech – yes, Mr. Truby – yes, Mrs. Voelker – abstain, Mr. Speer – yes. Motion passed.

Office Manager Report: Due to the receipt of the ARPA Grant, Mr. Buzza and Mrs. Garrett requested a reduced grant amount from the Local Share Account (LSA) during the grant presentation on February 20, 2024. The adjusted LSA Grant request was from \$149,000 to \$55,500.

All fraudulent charges made on the office credit card have been removed from the account.

Mr. Kalina is to draft a response to Attorney Lane Turturice concerning a refund Mr. Turturice believes is owed to his client.

The DEP is arranging a TEAMS meeting to discuss the remaining customers who have failed to connect to the sewer system.

Mr. Polk was called out of town and has not yet updated the website nor fixed the issues.

Mr. Buzza suggested possibly adding a high alkalinity provision to Article IV, Section 2 of the Rules and Regulations

The updated status sheet of open projects was presented to the board members with the awarded grants being combine for better clarity.

HTSA received correspondence concerning the 2024 bidding requirements. There was also information send concerning the location of pipelines located adjacent to HTSA plant property,

There were zero liens filed and two liens satisfied.

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

New Business: There are some issues with the pH meter in the lab. Mr. Buzza will bring his pH meter to determine the accuracy of the one in the lab. A new desktop pH meter costs between \$500 and \$1,100.

The board discussed rate increases of 5%, 8%, and 10% to cover shortfalls in the 2024 budget. Mr. Seech made a motion to increase rates to \$7.65 per 1,000 gallons for residential and \$8.09 per 1,000 gallons for non-residential customers, a 10% increase, effective March 1, 2024 and notice is given; Mr. Truby second. Motion passed unanimously.

Acceptance of the 2024 Budget has been tabled until recalculating with the increased rates is calculated.

Old Business: West Penn Power is still analyzing the power issues at the plant.

Solicitor's Report: Mr. Kalina requested an executive session be held at the end of the meeting for possible litigation issues.

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

Engineer's Report: The specifications for the pump station bypass system are being redrawn.

According to the drawings and discharge line specifications, the Star Lake Pavilion discharge issue is most likely a line problem.

Mr. Seech made a motion to accept the Gannett Fleming Service Authorization No. 2024-1 under the Master Service Agreement of July 2017; Mrs. Voelker second. Motion passed unanimously.

Mrs. Voelker made a motion to accept the engineer's report as written; Mr. Truby second. Motion passed unanimously.

Public Comment: There was no public comment

Adjournment: Mr. Truby made a motion to adjourn the meeting for an executive session from 8:55p.m. until 9:07 p.m.; Mrs. Voelker second. Motion passed unanimously. No action was taken at the executive session.

Respectfully Submitted,

Nancy Voelker/ Secretary