

Hanover Township Sewer Authority  
February 20, 2024  
Bavington Road Sewer Treatment Plant

Chairman Timothy Seech called the meeting to order at 7:07 p.m. with the pledge of allegiance. Roll call was taken. Chairman Seech, Secretary/Treasurer Nancy Voelker, Board Member Ralph Speer, Project Manager Eric Buzza, Solicitor Matt Kalina, Field Operations Manager Mark Lashhorn, and Office Manager Patty Garrett were present. Vice Chairman Chris Truby was not present. There were no citizens/business owners present.

**Meeting Minutes:** Mr. Seech made a motion to accept the January 16, 2024 meeting minutes as written; Mr. Speer second. Motion passed unanimously.

**Treasurer's Report:** Mrs. Voelker presented the Treasurer's Report for the month of January 2024. The Operations account began the month with \$46,602.11 with deposits of \$68,298.28 and expenditures of \$91,809.56 for an ending balance on January 31, 2024, of \$23,090.83. The Maintenance Fund had a balance of \$8,796.83, and the Tap Fund had a balance of \$185,216.78. Mr. Seech made a motion to accept the January treasurer's report; Mr. Speer second. Motion passed unanimously.

**Invoices:** Mrs. Voelker made a motion to ratify the bills in the amount of \$70,442.91; Mr. Seech second. Motion passed unanimously.

**Payroll:** Mr. Seech made a motion to ratify payroll for the period January 7 through January 20, 2024 in the amount of \$1,488.78, including payroll service fee, January 21 through February 3, 2024 and February 4 through February 17, both in the amount of \$1,484.78, with no service fee; Mrs. Voelker second. Roll call: Mr. Seech – yes, Mrs. Voelker – abstain, Mr. Speer – yes. Motion passed.

**Office Manager Report:** The board opted for no board member pictures be placed on the HTSA website.

The Rate Schedule was updated with the new usage rates effective March 1, 2024. No other changes were made.

No further information or instructions have been received concerning the ARPA grant.

Mr. Kalina is to compare court orders to determine if a refund is due to a previous customer.

After a conference call, the DEP is analyzing options to compel connection of the remaining customers who have failed to connect to the sewer system.

WCCED has received a 30-day intent to lien notice. Payment is due no later than February 27 to avoid the lien.

The website issues have been fixed.

A couple address placards still need to be installed at the pump stations.

Adding a high alkalinity provision to Article IV, Section 2 of the Rules and Regulations has been tabled.

The updated status sheet of open projects was presented to the board members.

The PA811 support letter was signed by Mr. Seech.

HTSA received correspondence concerning a fire department donation and a possible data breach at the Washington Financial Bank.

There were no liens filed and no liens satisfied.

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

**New Business:** Mrs. Voelker made a motion to accept the MuniLink Notifications Module Addendum; Mr. Seech second. Motion passed unanimously.

Bucey Road pump station was discussed in an executive session at the end of the meeting.

**Old Business:** West Penn Power issues has been tabled until there is something to report.

Mr. Buzza checked the lab's pH meter, which turned out to be accurate. The probe will be replaced instead of replacing the meter.

Mrs. Garrett to prepare a resolution to follow the Municipal Records Schedule per the Municipal Record Manual.

Mr. Seech made a motion to add the 2024 Budget to the agenda; Mrs. Voelker second. Motion passed unanimously.

Mr. Seech made a motion to adopt the 2024 Budget with the rate increase calculation included; Mrs. Voelker second. Motion passed unanimously.

**Solicitor's Report:** Mr. Kalina requested an executive session be held at the end of the meeting for possible litigation issues. There was no public report.

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

**Engineer's Report:** The flow monitoring study will be completed before the July deadline.

The specifications for the pump station bypass system are being finalized.

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

The ARPA grant for the Devils Den and Bucey pump station controllers are being obtained from a Co-Stars vendor.

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

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

**Adjournment:** Mr. Seech made a motion to adjourn the meeting for an executive session from 8:59p.m. until 9:24 p.m.; Mrs. Voelker second. Motion passed unanimously. No action was taken at the executive session.

Respectfully Submitted,

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Nancy Voelker/ Secretary