

Hanover Township Sewer Authority
September 17, 2024
Bavington Road Sewer Treatment Plant

Chairman Timothy Seech called the meeting to order at 7:01 p.m. with the pledge of allegiance. Roll call was taken. Chairman Seech, Vice Chairman Chris Truby, Board Member Ralph Speer, Solicitor Matt Kalina, Project Manager Eric Buzza, Field Operations Manager Mark Lashhorn, and Office Manager Patty Garrett were present. Secretary/Treasurer Nancy Voelker participated via phone. There were no citizens/business owners present.

Meeting Minutes: Mr. Seech made a motion to accept the August 20, 2024, meeting minutes; Mrs. Voelker second. Motion passed unanimously with Mr. Speer abstaining.

Treasurer's Report: Mrs. Voelker presented the Treasurer's Report for the month of August 2024. The Operations account began the month with \$48,326.51 with deposits of \$72,521.60 and expenditures of \$71,084.61 for an ending balance on August 31, 2024, of \$49,763.50. The Maintenance Fund had a balance of \$1,237.22, and the Tap Fund had a balance of \$149,513.22. Mr. Truby made a motion to accept the treasurer's report; Mr. Seech second. Motion passed unanimously.

Invoices: Mr. Seech made a motion to ratify the bills in the amount of \$69,199.87; Mr. Truby second. Motion passed unanimously.

Payroll: Mr. Seech made a motion to ratify payroll for the periods August 18 through August 31, 2024 and September 1 through September 14, 2024, each in the amount of \$1,484.78; Mr. Truby second. Roll call: Mr. Seech – yes, Mr. Truby – yes, Mrs. Voelker – abstain, Mr. Speer – yes. Motion passed.

Office Manager Report: The 2023 Audit by Mark Turnley's office has been started. The site visit has already been completed.

The cover letter for the annual mass mailing with the grinder pump care recommendations reminder is completed. The reminder and cover letter will be mailed to each customer with the October 2024 billing.

Mrs. Garrett will be on vacation from September 20 through September 29, 2024. Mrs. Nusida will cover the office duties on Tuesday, September 24. The website has been posted with the office closures for September 20 and September 27.

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

Correspondence received concerning cybersecurity, a municipal truck sale, and the merger of our copier vendor, JMS Business Machines and AJ Technology Group was presented to the board.

There were no liens filed and no liens satisfied.

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

New Business: Mr. Seech made a motion to approve the LSA Grant Cooperation Agreement between HTSA and the Redevelopment Authority of the County of Washington; Mr. Truby second. Motion passed

Old Business: A claim has been filed with West Penn Power concerning the sewer line hit at 1061 Steubenville Pike. HTSA has not been contacted for follow up because West Penn Power never assigned an adjuster to the claim.

Mr. Buzza will write up a grant application for an automatic composite sampler due to rust issues with the current sampler at the sewer plant. A second composite sampler will be requested for randomly sampling other areas of the system when needed.

The GoDaddy over-billing will be discussed at the executive session at the end of the meeting.

Solicitor's Report: Mr. Kalina has no public report. Mr. Seech made a motion to accept the non-report; Mr. Truby second. Motion passed unanimously.

Engineer's Report: The pump station by-pass project specifications are nearing completion.

Flushing the line at Star Lake can take place now that the concert season is finished.

The controllers for the Devils Den and Bucey pump station upgrades have been ordered in accordance with the ARPA Grant guidelines and delivery is expected at the end of September.

The ground subsidence and water line replacement grant requires bidding with a mandatory pre-bid meeting.

Additional 2025 LSA Grant requests of for changing the billing from water usage to sewage discharge, and installing a manhole in the Star Lake line to facilitate easier troubleshooting and maintenance of the line were discussed.

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

Public Comment: There was no public comment.

Adjournment: Mr. Seech made a motion to adjourn the meeting to an executive session at 7:28 p.m.; Mr. Speer second. Motion passed unanimously. The executive session concluded at 7:58 p.m. with no action taken.

Respectfully Submitted,

Nancy Voelker/ Secretary