

Hanover Township Sewer Authority
November 18, 2025
Bavington Road Sewer Treatment Plant

Chairman Tim Seech called the meeting to order at 7:02 p.m. with the pledge of allegiance. Roll call was taken. Chairman Seech, Vice Chairman Chris Truby, Secretary/Treasurer Nancy Voelker, Board Member Ralph Speer, Board Member Dawn Paden, Attorney Savannah Vernet for Solicitor Matt Kalina, Project Manager Bob Dengler, Field Operations Manager Mark Lashhorn, and Office Manager Patty Garrett were present. There were no citizens or business owners present.

The 2024 Audit presentation was canceled due to illness.

Meeting Minutes: Mr. Seech made a motion to accept the October 21, 2025 meeting minutes with a change to the state time; Mrs. Paden second. Motion passed with Mr. Speer abstaining.

An executive session to discuss personnel was held on October 28, 2025. Mr. Seech made a motion to accept those minutes where no action was taken; Mrs. Paden second. Motion passed with Mr. Speer abstaining.

Treasurer's Report: Mrs. Voelker presented the Treasurer's Report for the month of October 2025. The Operations account began the month with \$232,964.82 with deposits of \$83,531.63 and expenditures of \$110,396.77 for an ending balance on October 31, 2025, of \$206,099.68. The Maintenance Fund had a balance of \$9,133.49, and the Tap Fund had a balance of \$106,658.45. Mr. Seech made a motion to accept the October treasurer's report; Mr. Truby second. Motion passed unanimously.

Invoices: Mr. Truby made a motion to ratify the bills in the amount of \$67,773.13; Mrs. Voelker second. Motion passed unanimously.

Payroll: Mr. Seech made a motion to ratify payroll for pay periods October 12 through October 25 and October 26 through November 8, 2025, each in the amount of \$1,260.78; Mr. Truby second. Roll call: Mr. Seech – yes, Mr. Truby – yes, Mrs. Voelker – abstain, Mr. Speer – yes, Mrs. Paden – yes. Motion passed.

Office Manager Report: Reimbursement Request #2 for ARPA Grant Contract# C000087210 has been withdrawn due to funds requested being for engineering when the grant application did not include engineering. ARPA has requested to liquidate the remaining \$5,438 in grant funds.

There are no spare UV bulbs and a ballast is out. Mr. Seech made a motion to order a set of 32 bulbs, a set of 4 spare bulbs, and two ballasts; Mrs. Paden seconded. Motion passed unanimously.

After four years, Mrs. Garrett requested the board consider a salary raise for her.

Premier Technical Services is in the process of upgrading one of the computers to accept Windows 11 for use by Mrs. Nusida. Her old computer will then be moved to the lab for use by Mr. Lashhorn.

The public notice of the PA American Water purchase of HTSA will be removed from the website.

PA American Water continues to attempt to terminate water service to a residence on Paris Colliers Road. The meter is blocked by a vehicle. Hanover Township Police are monitoring the situation.

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

Correspondence was received concerning a change to the billing from GFT Infrastructures, an increase in eOne pump packages, AJ Technology Group by-back program and a donation request from the Slovan Fire Department.

The approval of the Witherel Kalina Law Group hourly rate increase has been tabled.

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. Truby made a motion to adopt Resolution 2025-05 Intent to Apply For Statewide Local Share Grant; Mr. Seech second. Motion passed unanimously.

Mr. Truby made a motion to approve the PA American Water 2025/2026 Winter Moratorium; Mr. Seech second. Motion passed unanimously.

Mrs. Nusida updated the 2026 Draft Budget. Adjustments still need made to the revenue projections before adoption.

The Plant Operator's Report will be added to the agenda following the Office Manager's Report beginning in December 2025.

Old Business: The results of the Safety Walkaround conducted after the October board meeting were compiled and presented to the board. Several items on the list have been rectified. Mr. Seech made a motion to purchase twelve (12) eOne conversion kits in an effort to relieve the backlog of pump repairs; Mr. Truby second. Motion passed unanimously.

No further information concerning the Langan client's proposed project behind the Pavilion at Star Lake has been received. Until further information is received, this item is tabled.

The repair invoice for the pump repair at the Star Lake pump station will be forwarded to Live Nation for payment per Resolution 2022-02, amending Resolution 2016-26 where non-residential customers pay for all pump repairs.

Solicitor's Report: There was no public solicitor's report.

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

Engineer's Report: Mr. Truby made a motion to ratify Change Order #1 for Contract 2025A, amending the scope of the project to remove excavation and fill scope and adding installation of additional potable water line, isolation valves, grading, and sealing around portions of the Control Building for an additional cost of \$5,000; Mrs. Paden second. Motion passed unanimously.

The subsidence project walkthrough/punch list meeting is scheduled for November 19.

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

Public Comment: None

Adjournment: Mr. Speer made a motion to adjourn the meeting at 9:29 p.m; Mr. Truby second. Motion passed unanimously.

Respectfully Submitted,