

**MINUTES OF THE ANNVILLE
TOWNSHIP AUTHORITY
December 20, 2022**

The Regular Monthly Meeting of the Annville Township Authority was held starting at 5:30 PM on December 20, 2022 the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Anthony Deaven, Chairperson; Dustin Sider, Vice Chairperson; Karen Mailen, Secretary. Barry Ludwig and Treasurer Hugh Rooney were absent. Also in attendance were Mike Gossert, Township Administrator and Authority Clerk; Les Powell, Superintendent of the Wastewater Treatment Plant (WWTP); Corey Lamoureux, Esq., Authority Solicitor and Authority Engineer Nicholas Sahd were also in attendance.

Chairperson Deaven called the meeting to order and led those present in the Pledge of Allegiance to the flag of the United States of America.

APPROVAL OF AGENDA:

MOTION by Mr. Sider second by Ms. Mailen to approve the agenda as presented. Motion carried unanimously.

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:

Chairperson Deaven provided an opportunity for public comment and *the following comments/no comments* were noted from those in attendance. There was no public in attendance.

APPROVAL OF MINUTES: **MOTION** by Ms. Mailen, second by Mr. Sider to approve the minutes of the Regular Meeting held November 22, 2022 as presented. Motion carried unanimously.

FINANCIAL REPORTS: The Authority reviewed the income statements and balance sheets for the Sewer Fund, Sewer Capital Fund, and MS4 Fund for the period ending November 30, 2022.

ACCOUNTS PAYABLE AND APPROVAL OF BILLS: The Accounts Payable list for November 2022 was reviewed. **MOTION** by Mr. Sider, second by Ms. Mailen that the list of vendors to be paid (Cash Disbursements Journal) for the Sewer Fund, Sewer Capital Fund, and MS4 Fund, which list is filed with other Authority records, be approved by the Authority for submission to the Board of Commissioners for payment.

MOTION by Ms. Mailen, second by Mr. Sider to pay the bills.

SUPERINTENDENT'S REPORT: Mr. Powell reported that the WWTP is operating well with no major issues the past month. He began by reviewing the Monthly Report and noted the plant proposal from Gannett Fleming for Consulting Engineering Services Annville Wastewater Treatment Plant Hauled Sludge Receiving Improvements Evaluation. Discussion occurred between the Authority Board, Les Powell and the Authority Engineer.

MOTION by Mr. Sider and seconded by Ms. Mailen to approve Consulting Engineering Services Annville Wastewater Treatment Plant Hauled Sludge Receiving Improvements Evaluation in the amount of \$6,600. Motion carried unanimously.

Sampling and Surcharges:

The Authority reviewed the results of the latest samplings for Just Wing It, Whirling Dervish Bakery, Batdorf, J&S Pizza, Corvette, Rotunda Brewing Company and Swatara Coffee Company. Mr. Powell reported that copies of these sampling results were mailed to these entities earlier in the month and, based upon these results, surcharges would be assessed to their next sewer bills. There we discussion regarding some higher than usual BOD numbers from Whirling Dervish Bakery and that it may be a good idea to discuss these numbers with the Bakery before sending the surcharge. Les stated he will visit the Bakery and have a conversation with the owner.

MOTION by Mr. Sider and seconded by Ms. Mailen to approve the report and surcharges to the businesses. Motion carried unanimously.

SOLICITOR'S REPORT: Mr. Lamoureux reported he sent an updated letter to Mr. Quarry since he never received the first letter responding to his accusations that Authority employees caused sewage to flood his basement. The letter was sent to his new address which he provided to the Solicitor by Mr. Gossert.

ENGINEER'S REPORT: The Authority was provided an update by Mr. Sahd of Gannett Fleming of his firm's engineering activities over the past month, a copy of which is attached hereto and made a part of these minutes.

MOTION by Mr. Sider and seconded by Ms. Mailen to approve the Engineers report. Motion carried unanimously

CLERK'S REPORT: The Authority was informed of the following item(s):

Delinquent Report: Mr. Gossert informed the Authority of the measures taken by the Township Office over the past month to collect on delinquent accounts. He noted that 27 accounts were posted for water shut-off, notification letters were sent to 3 landlords and that over the past four weeks \$5,561.60 had been received from significantly past-due customers.

MOTION by Ms. Mailen, second by Mr. Sider to approve the reports as presented at this meeting. Motion carried unanimously.

There being no further business to come before the Authority, **MOTION** by Mr. Sider, second by Ms. Mailen to adjourn the meeting. Motion carried unanimously and the Regular Meeting was adjourned at 5:55 PM.

Secretary