

**MINUTES OF THE ANNVILLE  
TOWNSHIP AUTHORITY  
February 28, 2023**

The Regular Monthly Meeting of the Annville Township Authority was held starting at 5:30 PM on February 28, 2023, the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Dustin Sider, Chairperson; Hugh Rooney, Vice Chairperson; Karen Mailen, Treasurer; Barry Ludwig, Secretary and Anthony Deaven, Assistant Secretary/Assistant Treasurer. Also in attendance were Mike Gossert, Township Administrator and Authority Clerk; Les Powell, Superintendent of the Wastewater Treatment Plant (WWTP); and Corey Lamoureux, Esq., Township Solicitor.

Chairperson Sider 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:**

The agenda was amended to add reorganization under Clerks report.

**MOTION** by Ms. Mailen second by Mr. Ludwig to approve the agenda as amended. 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 one in attendance.

**APPROVAL OF MINUTES:** **MOTION** by Mr. Deaven, second by Ms. Mailen to approve the minutes of the Regular Meeting January 24<sup>th</sup>, 2023, with a minor correction. 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 January 31, 2023.

**ACCOUNTS PAYABLE AND APPROVAL OF BILLS:** The Accounts Payable list for February 28, 2023, was reviewed. **MOTION** by Mr. Ludwig, second by Mr. Deaven 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 carried unanimously.

**SUPERINTENDENT'S REPORT:** Mr. Powell reported that WWTP is operating well with no major issues in the past month. He began by reviewing the Monthly Report and noted that sludge numbers were reduced but our septage numbers were elevated. Mr. Powell also reported that the plant was operating well.

**Sampling and Surcharges:**

The Authority reviewed the results of the latest samplings for Domino's, Hoss's, and Lebanon Valley College. Mr. Powell reported that copies of these sampling results were mailed to these Annville Celona High School and Luther Care for Kids earlier in the month and based upon these results, surcharges would be assessed to their next sewer bills.

**SOLICITOR'S REPORT:** Mr. Lamoureux reported he sent a letter to Christopher Quarry regarding his claim that the Authority flooded his basement with sewage to his new address. The previously addressed letter was sent to his former address.

Mr. Lamoureux announced that his current law firm will be announcing shortly that they are merging with Barley Snyder. He will continue to serve as the solicitor. The only thing changing is the name on the bills.

**ENGINEER'S REPORT:** The Authority was provided a written 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.

**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 delinquent accounts. He noted that 27 accounts were posted for water shut-off, notification letters were sent to 4 landlords/4 tenants and that over the past four weeks more than \$9,752.07 had been received from significantly past-due customers.

**MOTION** by Mr. Rooney, second by Mr. Ludwig to approve the reports as presented at this meeting. Motion carried unanimously.

There being no further business to come before the Authority, **MOTION** by Ms. Mailen, second by Mr. Ludwig to adjourn the meeting. Motion carried unanimously and the Regular Meeting was adjourned at 5:40 PM.

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Secretary