

**MINUTES OF THE ANNVILLE
TOWNSHIP AUTHORITY
August 22, 2023**

The Regular Monthly Meeting of the Annville Township Authority was held starting at 5:30 PM on August 22, 2023, at the Township Building at 26 N Lancaster St, Annville, PA with the following members present: Dustin Sider, Chairperson; Karen Mailen, Treasurer; Barry Ludwig, Secretary, Hugh Rooney, Vice Chairperson and Anthony Deaven, Assistant Secretary/Assistant Treasurer. Also in attendance were Candie Johnson, Township Administrator and Authority Clerk; Joe Viozzi, Assistant 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:

MOTION by Mrs. Mailen, second by Mr. Deaven to approve the agenda as presented. Motion carried unanimously.

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:

APPROVAL OF MINUTES: **MOTION** by Mr. Rooney, second by Mrs. Mailen to approve the minutes of the Regular Meeting June 27, 2023. 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 July 31, 2023.

ACCOUNTS PAYABLE AND APPROVAL OF BILLS: The Accounts Payable list for July 31, 2023, was reviewed. **MOTION** by Mr. Deaven, second by Mr. Rooney 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. Viozzi reported that WWTP is operating well with no key issues in the past month.

Sampling and Surcharges:

The Authority reviewed the results of the latest samplings. Mr. Viozzi 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.

SOLICITOR'S REPORT: Solicitor Lamoureux reviewed the Christopher Behney, Jr. liens with the Authority and that Mr. Behney still owes the outstanding legal fees. At this time, we will hold the liens until Mr. Behney pays in full. Also discussed was 105 N Lancaster Street which was to go to sheriff sale. Solicitor Lamoureux reviewed the new update for foreclosure action being filed with the court.

ENGINEER'S REPORT: No report was submitted.

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

1. **Stormwater Engineers:** Ms. Johnson made a request to have Steckbeck Engineering be appointed as the Township stormwater engineers and MS4 engineers for the Township.

MOTION by Mr. Rooney, second by Mr. Deaven to recommend to the Board of Commissioners the appointment of Steckbeck Engineer as the stormwater and MS4 engineers for the Township. Motion carried unanimously.

2. **GIS:** Ms. Johnson brought three quotes from Steckbeck Engineering, Gannett Fleming, and Rettew Engineering for the GIS mapping for the Township, starting with the MS4 layer first.

MOTION by Mr. Ludwig, second by Mrs. Mailen to approve the agreement with Steckbeck Engineering for the GIS Mapping for the Township MS4 Layer. Motion carried unanimously.

3. **Delinquent sewer payment policy and procedures.** Ms. Johnson reviewed the policy and procedure for delinquent sewer payments. She will review current policy and procedures and bring an updated version back to the Board.

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 Mr. Sider second by Mr. Ludwig to adjourn the meeting. Motion carried unanimously and the Regular Meeting was adjourned at 6:30 PM.

Secretary