

**MINUTES OF THE ANNVILLE  
TOWNSHIP AUTHORITY  
September 26, 2023**

The Regular Monthly Meeting of the Annville Township Authority was held starting at 5:30 PM on September 26, 2023, at the Township Building at 36 N Lancaster St, Annville, PA with the following members present: Dustin Sider, Chairperson; Karen Mailen, Treasurer; Barry Ludwig, Secretary, and Anthony Deaven, Assistant Secretary/Assistant Treasurer. Also in attendance were Candie Johnson, Township Administrator and Authority Clerk; Les Powell, Superintendent of the Wastewater Treatment Plant (WWTP); and Corey Lamoureux, Esq., Township Solicitor. Authority member Hugh Rooney was not present.

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

**RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:**

**APPROVAL OF MINUTES:** **MOTION** by Mrs. Mailen, second by Mr. Deaven to approve the minutes of the Regular Meeting August 22, 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 August 31, 2023. **MOTION** by Mr. Ludwig, second by Mr. Deaven to approve the financial reports as presented. Motion carried unanimously.

**ACCOUNTS PAYABLE AND APPROVAL OF BILLS:** The Accounts Payable list for August 31, 2023, was reviewed. **MOTION** by Mr. Ludwig, second by Mrs. 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 carried unanimously.

**SUPERINTENDENT'S REPORT:** Mr. Powell 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. 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.

**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. Mr. Lamoureux also updated the Authority on other delinquent sewer accounts that he is monitoring.

**ENGINEER'S REPORT:** No report was submitted.

Ms. Johnson reviewed that a new rate study would cost \$13,000 from Gannett Fleming. The Authority will not be acting on this new rate study in 2023.

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

1. Ms. Johnson presented the 2024 Sewer, Sewer Capital and MS4 Budgets. She discussed sewer user fees and that they have not been increased in 9 years. She reviewed the insurances for the Authority property. Also discussed were the hauler drop off program and the Cleona Maintenance services. She will bringing a final updated budget to the October 24, 2023, Authority Meeting.

**MOTION** by Mr. Ludwig second by Mr. Deaven 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. Deaven second by Mr. Ludwig to adjourn the meeting. Motion carried unanimously and the Regular Meeting was adjourned at 6:34 PM.

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Secretary