

**MINUTES OF THE ANNVILLE
TOWNSHIP AUTHORITY
October 24, 2023**

The Regular Monthly Meeting of the Annville Township Authority was held starting at 5:30 PM on October 24, 2023, at the Township Building at 36 N Lancaster St, Annville, PA with the following members present: Dustin Sider, Chairperson; Hugh Rooney, Vice Chairman; 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.

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. Ludwig, 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 Mr. Ludwig, second by Mrs. Mailen to approve the minutes of the Regular Meeting September 26, 2023, with a correction in the motion and second under Accounts Payable. 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 September 30, 2023.

ACCOUNTS PAYABLE AND APPROVAL OF BILLS: The Accounts Payable list for September 30, 2023, was reviewed. **MOTION** by Mr. Rooney, second by Mr. Ludwig 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.

Mr. Powell reviewed the credits we have available for sale. **MOTION** by Mr. Deaven, second by Mr. Ludwig to sell the phosphorus to Material Matters for \$3.50 per pound. Motion carried unanimously.

MOTION by Mr. Ludwig, second by Mr. Deaven to negotiate the sale of the nitrogen credits. Motion carried unanimously.

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 undated the Authority on the property at 105 N. Lancaster Street is now on the Sheriffs sale rolls for December. Also, discussed was the shut off policy and procedure will be worked on with Candie and presented at the Novembers meeting.

ENGINEER'S REPORT: No report was submitted.

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. Ms. Johnson reviewed the increase in user fees and base rate fees for balancing the budget without using the hauler income to balance the budget. **MOTION** by Mr. Deaven, second by Mr. Ludwig to approve the 2024 Budget as presented. Motion carried unanimously.
2. Ms. Johnson addressed the Board on the 2024 Meeting schedule and the Authority decided to have meetings every other month. Ms. Johnson will bring a meeting schedule to the November Meeting for approval.

MOTION by Mr. Rooney second by Mrs. Mailen to approve the reports as presented at this meeting. Motion carried unanimously.

There being no further business to come before the Authority, **MOTION** by Mrs. Mailen second by Mr. Ludwig to adjourn the meeting. Motion carried unanimously and the Regular Meeting was adjourned at 6:45 PM.

Secretary