

**DRAFT MINUTES OF THE ANNVILLE
TOWNSHIP AUTHORITY
June 22, 2021**

The June Regular Monthly Meeting of the Annville Township Authority was held starting at 5:30 PM on June 22, 2021 in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Barry Ludwig, Chairperson; Anthony Deaven, Vice Chairperson; and Dustin Sider, Secretary. Also in attendance were Nicholas T. Yingst, Township Administrator and Authority Clerk; Leslie J. Powell, Superintendent of the Wastewater Treatment Plant (WWTP); Joseph Viozzi, Public Works Department; and Nicholas Sahd, Gannett Fleming.

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

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT: Chairperson Ludwig provided an opportunity for public comment and no comments were noted.

APPROVAL OF MINUTES: **MOTION** by Mr. Deaven, second by Mr. Sider to approve the minutes of the Regular Meeting held May 25, 2021 as presented. Motion carried unanimously.

Karen Mailen, Treasurer of the Authority, and Hugh Rooney, Assistant Secretary/Assistant Treasurer of the Authority, arrived at the meeting at 5:31 PM.

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 May 31, 2021.

ACCOUNTS PAYABLE: The Accounts Payable list for June 2021 was reviewed. **MOTION** by Mr. Sider, 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 the WWTP is operating very well. He began by reviewing the Monthly Report before continuing to the Status of Pending Projects Report, a copy of which is attached hereto and made a part of these minutes. The following items were then discussed:

Sampling and Surcharges: The Authority reviewed the results of the latest samplings for J&S Pizza, Just Wing It, Napoli's Pizza, Ninh Kieu Restaurant, Rotunda Brewing Company, Rotunda Restaurant & Brewery, Swatara Coffee Company, Ted's Bar and Grill, the Lebanon Valley (UCC) Home, and Veterans of Foreign Wars (VFW) Post 8023. Mr. Yingst 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 July 1, 2021 sewer bills with the exceptions of Napoli's Pizza and Rotunda Brewing Company, both of which did not exceed any of the Township limitations.

Andrew Race, Esq., Township Solicitor, arrived at the meeting at 5:33 PM.

2005 Mack Tanker Truck Repairs: As a follow-up to the conversation at the prior month's meeting about repairs to the 2005 Mack tanker truck and noting an estimate was received for same, **MOTION** by Mr. Deaven, second by Mr. Rooney to recommend to the Board of Commissioners it ratify repairs to the 2005 Mack tanker truck by Leshar Mack Sales & Service at an estimated cost of \$15,574.83. Per questions from members of the Authority, Mr. Powell discussed the various functions this truck performs, the initial noise from the engine that led him to take the truck in for repairs, his belief that no further significant repairs were anticipated, and his expectation the truck should be back in service shortly. With no further discussion the motion was voted upon and carried unanimously.

Biosolids Permit: Mr. Powell briefly shared information on a presentation prepared by Material Matters earlier in the month providing updates on the Pennsylvania Department of Environmental Protection's (DEP) anticipated changes to biosolids application permits. He noted DEP seemed to be moving slowly on this.

Sale of Nutrient Credits: Mr. Powell noted that as the DEP permit water year ends in September, the WWTP should again have unused nutrient credits it could sell to other plants that have exceeded their DEP permit limits. He reported the Lancaster Area Sewer Authority (LASA) desired to purchase all credits the WWTP had available at \$2.50 per credit. He also shared that the past two years the Authority had sold nitrogen credits at \$3.50 per credit. Mr. Sahd indicated the current market for nutrient credits was between \$3.50 and \$4.50 per credit. After discussion about the sale of past credits, the process for determining the number of credits available, if a broker was involved, and what would be an appropriate sales price, **MOTION** by Mr. Deaven, second by Mr. Sider to (1) approve an Agreement of Sale with LASA for the sale of nitrogen credits, the total number of credits to be verified by DEP, at a sale price per credit determined by Mr. Powell (half of which will be paid to Pennvest) and (2) authorize the execution of any necessary documents by Mr. Yingst. Motion carried unanimously.

Fats, Oils, and Grease Regulations: Mr. Yingst reported that he, Mr. Powell, Mr. Viozzi, and Mr. Sahd met earlier in the day to review if the Authority should consider strengthening the existing regulations pertaining to fats, oils, and grease. He noted there was consensus that adding new regulations such as a requirement for businesses to provide manifests for disposing of fats, oils, and grease, or doing in-person inspections of facilities, were likely not the best way to proceed. He concluded by noting that he, Mr. Powell, and Mr. Viozzi planned to discuss the current regulations with the Township Solicitor in the weeks ahead to determine if they were adequate to address concerns about high levels of fats, oils, and grease, and in particular if they were sufficient to require the installation of an interceptor instead of a grease trap if the circumstances warranted it.

SOLICITOR'S REPORT: The Authority was informed of the following items:

Sheriff's Sale for Property at 34 West Queen Street: Mr. Race reminded the Authority the Sheriff's Sale for the property at 34 West Queen Street was continued to the August 10, 2021 Sheriff's Sale.

Municipal Claims for Properties at 18/18A East Main Street and 1021 East Maple Street:

Mr. Race reported that municipal claims for unpaid fees were filed against the properties at 18/18A East Main Street and 1021 East Maple Street in the amounts of \$5,564.95 and \$1,205.93, respectively, plus reasonable attorneys' fees. He also reported that letters pertaining to these claims were sent to the owner informing him that attorneys' fees would be assessed if the claims were not fully paid by July 1, 2021. **MOTION** by Ms. Mailen, second by Mr. Sider to ratify the filing of municipal claims for the accounts and properties noted above. Motion carried unanimously.

ENGINEER'S REPORT: The Authority reviewed an update provided by Mr. Sahd 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:

Delinquent Report: Mr. Yingst informed the Authority of the measures taken by the Township Office over the past month to collect on delinquent accounts. He noted that 21 accounts were posted for water shut-off and that over the past four weeks more than \$5,600 had been received from significantly past-due customers.

MOTION by Mr. Rooney, second by Ms. 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 Ms. Mailen, second by Mr. Rooney to adjourn the meeting. Motion carried unanimously and the Regular Meeting was adjourned at 5:55 PM.

(Assistant) Secretary