

**MINUTES OF THE ANNVILLE
TOWNSHIP AUTHORITY
July 26, 2022**

The July Regular Monthly Meeting of the Annville Township Authority was held starting at 5:30 PM on July 26, 2022 in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present in person: Anthony Deaven, Chairperson; Karen Mailen, Secretary; Hugh Rooney, Treasurer; and Barry Ludwig, Assistant Secretary/Assistant Treasurer and via telephone Dustin Sider, Vice Chairperson. Also in attendance were Karen Gerhart, Township Administrator and Authority Clerk; Leslie J. Powell, Superintendent of the Wastewater Treatment Plant (WWTP); Nicholas Sahd, Gannett Fleming and Corey Lamoureux, Esq., Township Solicitor; and Rex A. Moore, Township Commissioner.

Chairperson Deaven 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. Rooney, second by Ms. Mailen to approve the agenda as presented. Motion carried unanimously.

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT: Chairperson Deaven provided an opportunity for public comment and no comments were noted from those in attendance.

APPROVAL OF MINUTES: MOTION by Ms. Mailen, second by Mr. Ludwig to approve the minutes of the Regular Meeting held June 28, 2022 as presented. 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 June 30, 2022.

ACCOUNTS PAYABLE AND APPROVAL OF BILLS: The Accounts Payable list for July 2022 was reviewed, MOTION by Mr. Ludwig, second by Mr. Sider 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 good. He began by reviewing the Monthly Report and then reviewed the Status of Pending Projects Report, a copy of which is attached hereto and made a part of these minutes, and the following items were discussed in detail:

Nitrogen Credits: Mr. Powell informed the Authority that he has been in communication with Material Matters to discuss the approximate 5,000 nitrogen credits that we may have available to sell. Material Matters is reaching out to possible buyers and will provide an update at a future meeting in regards to the potential sale of the available credits.

In-Service Tank Inspections: Mr. Powell reported to the board that the tank inspections discussed at the previous meeting had been performed. There were a few minor things that Mr. Powell will take care of. The inspector also informed Mr. Powell that any diesel storage tank in excess of 1,300 gallons also required an inspection every 10 years. As our diesel tank exceeds that threshold, Mr. Powell insured that it would be inspected as well.

Sewage Backup at 84 Quittapahilla Drive: Mr. Powell was contact by a realtor about damages from a sewer backup in the basement of 84 Quittapahilla Drive. Mr. Powell presented copies of several invoices and described phone conversations that he had with the realtor and a restoration company employee over the past few weeks related to their claims of damage incurred. Ms. Gerhart and Mr. Powell noted that we have not been in contact with the homeowner despite several attempts via phone and email. After some discussion the Authority members stated that the homeowner would need to contact the Township and provide proof that the backup in the basement of their property was the Township's fault.

Sampling and Surcharges: The Authority reviewed the results of the latest samplings for Domino's, Hoss's, Lebanon Valley College. It was 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 August 1, 2022 sewer bills.

SOLICITOR'S REPORT: Mr. Lamoureux reported that his office had been contacted by a title company that requested a lien payoff calculation for 30 S. White Oak Street. He provided the contact information to Ms. Gerhart who responded to them with payoff amounts through mid-August, but the balance remains unpaid to date. Mr. Lamoureux is hopeful that the Authority will receive payment for the lien satisfaction prior to the August Authority meeting.

ENGINEER'S REPORT: The Authority reviewed an update provided 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. The Authority then reviewed the following items in detail:

Aerobic Digester Diffuser: Mr. Sahd reported that his firm had reviewed the diffuser in the aerobic digester as requested based on reports of incomplete mixing and settling of solids in the digester. He noted that we are still meeting all land application regulations. When this system was designed twelve years ago, and put into service ten year ago, the tanks were designed to be big because we were hauling more liquid at that time. Since the dewatering process has been put into place, this has changed the operations at the plant.

Henri Lively, Township Commissioner, arrived at the meeting at 5:57 PM.

Mr. Sahd informed the Authority that our sludge program has been so successful that there are occasions that our combined loading has exceeded the design cap of the system, but it's still working and our WWTP is still meeting all of the requirements. He outlined a few options for the Authority to consider. Mr. Powell stated that he had some potential ideas that he would like to discuss with Mr. Sahd before the Authority makes a decision.

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

Delinquent Report: Ms. Gerhart informed the Authority of the measures taken by the Township Office over the past month to collect on delinquent accounts. She noted that 17 accounts were posted for water shut-off and that over the past four weeks more than \$2,900.00 had been received

from significantly past-due customers. Ms. Gerhart mentioned that there will likely be water shut-offs later this month due to non-payment of sewer bills.

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. Rooney, second by Mr. Ludwig to adjourn the meeting. Motion carried unanimously and the Regular Meeting was adjourned at 6:22 PM.

Secretary

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