

**Forward Township Sewer Authority Board (SAB)**

Meeting Minutes

April 18, 2017

**PRESENT:**

Steven Buehler, Chair  
Mark Wilson, Secretary  
Tom Hartwig, Engineer

John Brooker, Vice Chair  
Ron Wearing  
Tom May, Solicitor

**Absent:**

Richard Grimes

**VISITORS:** None

**CALL TO ORDER:**

Chairman Buehler called the SAB meeting to order at 5:30 PM at the Forward Township Municipal building located at 207 Ash Stop Road, Evans City, Pennsylvania. All in attendance stood to honor the Flag by reciting the Pledge of Allegiance.

**PUBLIC COMMENT:**

None

**COMMUNICATIONS:**

Mr. Wilson informed the Board that the "Act 205 Questionnaire and Reporting Form Request" had been received from the PA. Department of the State Auditor-General. After consultation with Solicitor May, Mr. Wilson will complete the questionnaire and present it at the next Board meeting for Chairman Buehler's signature and the Board's authorization for its return to the appropriate agency.

**APPROVAL OF MINUTES:**

Vice-Chairman Brooker motioned to accept the minutes of the board's regular monthly meeting on March 21, 2017. Mr. Wearing seconded the motion and the meeting minutes were approved as presented.

**FINANCIAL REPORT:**

Nothing to report

**SOLICITOR:**

Mr. May informed the board that the process of resolving the issue of a clear land title to the site of the Meadow Ridge SFTF is still on-going. He will continue his communication with the Meadow Ridge HOA attorney to monitor the progress of that process.

**ENGINEER:**

Mr. Hartwig provided a summary of the proceedings of a recent informational meeting with the officers of the Meadow Ridge HOA. Chairman Buehler also attended this meeting. During this meeting, the HOA officers were provided with details of the Authority's pro-forma 2017 operating budget regarding the Meadow Ridge SFTF. They also received a draft of a table detailing the proposed rate schedule for the Meadow Ridge SFTF. After some discussion, the HOA officers stated that they would schedule a general homeowners meeting for 7 PM on April 26, 2017 for the purpose of discussing the proposed agreement with the Authority and would recommend its approval by the homeowners.

**ACTIVITIES:**

None

**OLD BUSINESS:**

Mr. May informed the board that Mr. Richard Grimes had been approved by the Forward Township Board of Supervisors to fill the vacant position on the Sewer Authority Board. Further, Mr. May had administered the oath of office to Mr. Grimes earlier in the day. Mr. Grimes will fulfill the remainder of the term of the late David Lamperski which expires on Jan. 1, 2019. At that time, an additional five-year term has been authorized by the Board of Supervisors.

The board engaged in a discussion of a plan of action in the event that the Meadow Ridge homeowners approve the proposed agreement in regard to their SFTF. A variety of administrative and financial policies and procedures must be prepared and implemented prior to the actual transfer of the facility to the Authority. The specifics of such policies and procedures will be the subject of the next regular meeting of the board.

**NEW BUSINESS:**

None

*Chairman Buehler moved to adjourn the meeting at 6:15 PM. Mr. Wilson seconded and the motion was approved.*

As the 2017 Primary Election will take place on the third Tuesday of May, the next meeting of the F.T.S.A. Board will take place on Tuesday, May 30, 2017 at 5:30 PM at the Township Building office.

Respectfully submitted,  
Mark Wilson, recording secretary