

Forward Township Sewer Authority Board (SAB)
Meeting Minutes
January 17, 2017

PRESENT:

Steven Buehler, Chair
Mark Wilson, Member

John Brooker, Vice Chair

Tom Hartwig, Engineer

Tom May, Solicitor

Absent:

Member Ron Wearing was absent and one Board position is vacant.

VISITORS:

None

CALL TO ORDER:

Chairman Buehler called the SAB meeting to order at 5:37 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:

None since the last meeting.

REORGANIZATION OF THE BOARD AND ELECTION OF OFFICERS:

At the request of the Board Solicitor Tom May assumed the position of temporary chairman.

Mark Wilson nominated Steven Buehler to the position of chairman and John Brooker seconded the nomination, Mr. May requested additional nominations for the position and none were put forth. Mr. Wilson moved that the nominations be closed and Mr. Brooker seconded. Mr. May called the matter and nominations were closed. Mr. May then called the vote and Mr. Buehler was unanimously voted as Board Chairman for 2017.

Mr. Wilson then nominated John Brooker for the position of vice-chairman and Mr. Buehler seconded that nomination. , Mr. May requested additional nominations for the position and none were put forth. Mr. Wilson moved that the nominations be closed and Mr. Buehler seconded. Mr. May called the matter and nominations were closed. Mr. May then called the vote and Mr. Brooker was unanimously voted as Vice-Chairman for 2017.

Mr. Buehler then nominated Mark Wilson for the position of secretary and Mr. Brooker seconded that nomination. , Mr. May requested additional nominations for the position and none were put forth. Mr. Buehler moved that the nominations be closed and Mr. Brooker seconded. Mr. May called the matter and nominations were closed. Mr. May then called the vote and Mr. Wilson was unanimously voted as Secretary for 2017.

Mr. Buehler then nominated Mark Wilson for the position of treasurer on a temporary basis and Mr. Brooker seconded that nomination. , Mr. May requested additional nominations for the position and none were put forth. Mr. Buehler moved that the nominations be closed and Mr. Brooker seconded. Mr. May called the matter and nominations were closed. Mr. May then called the vote and Mr. Wilson was unanimously voted as Treasurer on a temporary basis for 2017.

APPOINTMENT OF PROVIDERS OF PROFESSIONAL SERVICES TO THE BOARD:

Chairman Buehler moved to appoint Mr. Tom May, Esquire of the firm, Dillon, McCandless, King, Coulter and Graham, LLC. to the position of solicitor for 2017. Mr. Wilson seconded the motion. The Board voted unanimously to appoint Mr. May as its solicitor for 2017.

Chairman Buehler moved to appoint Mr. Tom Hartwig, of Arcadis U.S., Inc. to the position of engineer for 2017. Mr. Brooker seconded the motion. The Board voted unanimously to appoint Mr. Hartwig as its engineer for 2017.

APPROVAL OF MINUTES:

Chairman Buehler motioned to accept the minutes of the Board's regular monthly meeting on November 15, 2016. Mr. Wilson seconded the motion and the meeting minutes were approved as presented.

FINANCIAL REPORT:

Nothing to report

SOLICITOR:

Mr. May informed the Board that he had conducted a title search on the SFTF facility at Meadow Ridge. Some discussion of the most efficient manner in assuming control of that facility and its eventual disposition if an agreement between the Authority and the Meadow Ridge HOA is eventually completed. Mr. May will present a revised draft of Agreement in this matter at the Board's February meeting.

ENGINEER:

Mr. Hartwig had previously provided the Board with a draft of a pro-forma operating budget and a customer rate analysis in regard to the Meadow Ridge SFTF. He also suggested that the Board consider the adoption of a Minimum Standards Plan if the

acquisition of the Meadow Ridge SFTF is completed. Some discussion of this matter ensued.

ACTIVITIES:

None

OLD BUSINESS:

The Board briefly discussed the matter of the vacant position on the Board. Chairman Buehler noted that he had some preliminary discussions with a resident who expressed an interest in serving in that position. He will follow up with that individual and invite that person to the Board's February meeting for the purpose of a discussion of the nature and responsibilities of the position.

NEW BUSINESS:

None

Chairman Buehler moved to adjourn the meeting at 6:10 PM. Mr. Brooker seconded and the motion was approved.

The next meeting of the F.T.S.A. Board will take place on Tuesday, February 21, 2017 at 5:30 PM at the Township Building office.

Respectfully submitted,
Mark Wilson, recording secretary