

**Forward Township Sewer Authority
Regular Meeting Minutes
August 12, 2021**

PRESENT:

Richard Grimes, Chairman
Mark Wilson, Secretary/Treasurer
Tom May, Solicitor
Rucha Shah-Engineer

Vice-Chairwoman Emily Ladd
David Nock, Board Member
Ed Bricker, Board Member

ABSENT: None

VISITORS:

John Ross-Arcadis Engineering

CALL TO ORDER:

The meeting was called the meeting to order at 5:33 PM.

PLEDGE OF ALLEGIANCE TO THE FLAG

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

Mr. Bricker moved to accept the minutes of the Board's Regular Monthly Meeting on July 8, 2021. Mr. Nock seconded the motion. The motion was approved unanimously.

COMMUNICATIONS:

Received the 2021 Available Operator Report form and the invoice for the associated annual fee from the PA. DEP. Mr. Wilson has completed the report and submitted the annual fee to the agency

REPORTS:

FINANCIAL:

Treasurer Wilson presented a financial report covering the period from July 8, 2021 to August 12, 2021 (a copy of the report accompanies these minutes). As of August 12, 2021, the Operating Fund Account had a balance of \$8,327.80 and the Capital Reserve Account had a balance of \$4,113.15.

Mr. Bricker moved to approve the payment of all current bills as detailed in the August 12, 2021 financial report. Chairwomen Ladd seconded the motion. The motion was unanimously approved.

SOLICITOR:

Mr. May reported that the 2020 Financial Statements from the recent audit was published in the Butler Eagle as required by the Municipality Authorities Act. A copy of that ad accompanies these minutes.

ENGINEER:

Ms. Shah is in the process of reviewing the monthly Plant Operator Reports.

OPERATIONS REPORT:

Plant operator, Lee Burt reported that the plant was operating normally with no issues at this time. He did not provide an update as to the estimated cost of repairs to the diffusers in the digester tank.

Mr. Bricker again requested Mr. Burt provide the Board with the name and information as to any back-up operator that might be called upon to service the plant in the event of Mr. Burt's inability to do so and that the Board develop a standardized monthly plant operator report to the Board. The Board requested that Mr. Bricker develop a draft of such a report.

OLD BUSINESS:

Bryan's Tree Removal has completed the brush and grass trimming and removal project at the plant. Also, some of the safety equipment for the plant has been received and will be placed at the plant.

NEW BUSINESS:

The Board considered a request from a new customer for some billing consideration in regard to the installation of their lawn (new construction).

Mr. Wilson moved to grant the one-time request by adjusting the customer's bill in October to reflect a three-month average of the account's water usage data. Vice-Chairwoman Ladd seconded the motion and it passed unanimously.

With much regret, the Board received a letter of resignation from Chairman Richard Grimes effective immediately after the meeting. The Board expressed its gratitude for Mr. Grimes excellent service to the Authority and our community and offered him its best wishes for the future.

Mr. Bricker moved to accept Mr. Grimes resignation. Vice-Chairwoman Ladd seconded the motion and the Board unanimously approved the motion.

Vice-Chairwoman Ladd moved to adjourn the meeting. Mr. Bricker seconded the motion and it was approved unanimously at 6:10 PM.

The next regular monthly meeting is scheduled for September 9, 2021 at 5:30 PM.