

**Forward Township Sewer Authority
Regular Meeting Minutes
October 14, 2021**

PRESENT:

Chairwoman Emily Ladd Vice-Chairman David Nock
Mark Wilson, Secretary/Treasurer Ed Bricker, Board Member
Tom May, Solicitor
Rucha Shah-Engineer
John Ross-Engineer

ABSENT: One Board position vacant due to resignation

VISITORS:

Mr. Vance Hefley-resident of Meadow Ridge

CALL TO ORDER:

The meeting was called the meeting to order at 5:31 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 Sept. 9, 2021. Vice-Chair Nock seconded the motion. The motion was approved unanimously.

COMMUNICATIONS:

Resident concern about odors emanating from the treatment plant

REPORTS:

FINANCIAL:

Treasurer Wilson presented a financial report covering the period from Sept. 9, 2021 to October 14, 2021 (a copy of the report accompanies these minutes). As of October 14, 2021, the Operating Fund Account had a balance of \$12,617.62 and the Capital Reserve Account had a balance of \$4,188.22.

Vice-Chairman Nock moved to approve the payment of all current bills as detailed in the October 14, 2021 financial report. Mr. Bricker seconded the motion. The motion was unanimously approved.

Mr. Wilson suggested that \$1,000 be transferred from the Operating Account to the Capital Reserve account to begin to increase the Authority's capital reserves.

Mr. Bricker moved to authorize the transfer of funds. Vice-Chairman Nock seconded the motion and it was approved unanimously.

SOLICITOR:

Mr. May had no new or on-going items of concern to the Board

ENGINEER:

Ms. Shah and Mr. Ross reported that they continue to be in contact with representatives of Gigliotti Properties in regard to the development of Phase 4 of the Meadow Ridge plan. They detailed a number of items that they believe should be provided by the developer in regard to the connection of the 25 proposed residential lots to the Meadow Ridge sewage system. In particular, they recommended some specific requirements in regard to the installation of as many as 11 grinder pumps to service some of those sites. Among these requirements were the use of a specific manufacturer/model of grinder pump for installation and a written agreement by the property owner as to their responsibility in the event of a pump failure at some future time.

OPERATIONS REPORT:

Plant operator, Lee Burt reported that the plant was operating normally with no issues at this time. A customer complaint in regard to odors emanating from the Meadow Ridge treatment plant was discussed. The board requested that the engineers review the data from the monthly reports and suggest possible actions to reduce any emissions of odor originating from plant operations. They will schedule a tour of the plant with Mr. Wilson in the near future to assess the situation there.

Mr. Bricker will continue to develop a standardize monthly plant operator checklist for the Board's review.

OLD BUSINESS:

Township resident, Vance Hefley introduced himself and provided the board with a brief description of his background. He expressed an interest in joining the Board as a member and, as a new resident of the township, a desire to become involved in its local government. The Board welcomed Mr. Hefley and engaged in a discussion of the history of the Authority and the role of a board member of the Authority.

Mr. Bricker made a motion to recommend and nominate Mr. Hefley to the Forward Township Board of Supervisors as a member of the Authority Board. His appointment would fill the vacancy created by the resignation of Mr. Richard Grimes. Mr. Nock seconded the motion and it was approved unanimously.

Mr. Wilson reported that he has initiated work on the 2022 Authority pro-forma budget and will present a potential budget to the Board at its November meeting for consideration.

NEW BUSINESS:

None

Vice-Chairman Nock moved to adjourn the meeting. Mr. Wilson seconded the motion and it was approved unanimously at 6:21 PM.

The next regular monthly meeting is scheduled for November 11, 2021 at 5:30 PM.