

**Forward Township Sewer Authority
Regular Meeting Minutes
September 9, 2021**

PRESENT:

Chairwoman Emily Ladd
Mark Wilson, Secretary/Treasurer
Tom May, Solicitor
Rucha Shah-Engineer

Vice-Chairman David Nock

ABSENT: Board Member Ed Bricker-out of town, One position vacant due to resignation

VISITORS:

John Ross-Arcadis Engineering

CALL TO ORDER:

The meeting was called the meeting to order at 5:30 PM.

PLEDGE OF ALLEGIANCE TO THE FLAG

PUBLIC COMMENT: None

NOMINATION AND ELECTION OF BOARD OFFICERS AS A RESULT OF RESIGNATION:

Solicitor Tom May assumed the chair for the purpose of electing a new Board Chairperson to fill that vacancy.

Mr. Wilson moved to nominate Emily Ladd as Chairwoman of the Board to replace Richard Grimes due to his resignation from the Board. Mr. Nock seconded the motion and it passed unanimously.

Mr. Wilson then moved to close the nominations for Chair of the Board and Mr. Nock seconded the motion. The motion passed unanimously.

Mr. Wilson then moved to elect Emily Ladd to the position of Chair of the Board. Mr. Nock seconded the motion and it passed unanimously.

The Board then authorized Chairwoman Ladd to become a signatory on the Authority accounts with Northwest Bank.

As the election of Mrs. Ladd to the Chair vacated the position of Vice-Chairperson, Mr. May requested nominations for that position.

Mr. Wilson nominated David Nock as Vice-Chairman of the Board. Mrs. Ladd seconded the motion and it passed unanimously.

Mr. Wilson then moved to close the nominations for Vice-Chairman and Mrs. Ladd seconded the motion. It passed unanimously.

Mr. Wilson moved to elect Mr. David Nock as Vice-Chairman of the Board. Mrs. Ladd seconded the motion and it passed unanimously.

At the conclusion of the election Mr. May relinquished the chair to Mrs. Ladd to continue the meeting.

APPROVAL OF MINUTES:

Vice-Chair Nock moved to accept the minutes of the Board's Regular Monthly Meeting on Aug 12, 2021. Mr. Wilson seconded the motion. The motion was approved unanimously.

COMMUNICATIONS:

None

REPORTS:**FINANCIAL:**

Treasurer Wilson presented a financial report covering the period from August 12, 2021 to Sept. 9, 2021 (a copy of the report accompanies these minutes). As of September 9, 2021, the Operating Fund Account had a balance of \$10,096.43 and the Capital Reserve Account had a balance of \$4,188.19.

Chairwoman Ladd moved to approve the payment of all current bills as detailed in the September 9, 2021 financial report. Vice-Chairman Nock seconded the motion. The motion was unanimously approved.

SOLICITOR:

Mr. May reminded the Board of the recent changes to the PA. Sunshine Law that requires at least 48 hours public notice of the agendas for upcoming Authority meetings.

ENGINEER:

Ms. Shah reports that she has been in contact with representatives of Gigliotti Properties in regard to the development of Phase 4 of the Meadow Ridge plan and the tie in to the Meadow Ridge SFTF.

OPERATIONS REPORT:

Plant operator, Lee Burt reported that the plant was operating normally with no issues at this time.

As requested, he provided the name of his firm's back-up plant operator that would manage the Meadow Ridge plan if necessary.

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

OLD BUSINESS:

The safety floatation vest has been backordered and is scheduled to be delivered in mid-October. The other safety equipment has been delivered and will be installed at the plant shortly.

NEW BUSINESS:

The nomination of a new board member to fill the current vacancy was discussed. Mr. Wilson related that a person has expressed an interest in the position and hopes to attend the Oct. meeting to present himself to the Board.

Mr. Wilson announced that work on the 2022 Pro-Forma Authority Budget will begin shortly.

Vice-Chairman Nocke moved to adjourn the meeting. Chairwoman Ladd seconded the motion and it was approved unanimously at 6:05 PM.

The next regular monthly meeting is scheduled for October 14, 2021 at 5:30 PM.