

**HOWE TOWNSHIP MUNICIPAL AUTHORITY
300 NORTH FOURTH STREET
NEWPORT, PA 17074
REGULAR MEETING MINUTES
November 16, 2015**

Members present: Burd, Campbell, Sheaffer, & Turner

Members absent: Kessler

Guests: Josh Fox, HRG, Dave Jones, Stock & Leader

Public: None

The meeting was called to order at the Howe Township Municipal Building, 80 Red Hill Road, Newport, PA 17074, by Chairman Campbell at 5:30PM.

- 1. There was no public comment.**
- 2. Secretary Burd presented the minutes of the October 19, 2015 regular meeting.**
- 3. Turner moved, Campbell seconded, motion carried to approve the minutes of the October 19, 2015 regular meeting.**
- 4. The books are at the auditors so the treasurer's report was tabled until December.**
- 5. No correspondence was received.**
- 6. Campbell attended the Newport Borough Municipal Authority mid-month meeting. The meeting was held to work on the budget. They are currently paying a contractor to run the wastewater treatment plant. Effective 1.1.2016 NBMA will become an operating authority, and are advertizing to hire their own operator.**
- 7. HTMA will eventually need someone to perform monthly maintenance on pump stations and be on call for the grinder pumps.**
- 8. There may be an opportunity there if the numbers are acceptable.**
- 9. Dave Jones led a discussion regarding the appeal that HTMA has on file with DEP regarding the WQM permit restriction.**
- 10. Due to an update on Newport's Chapter 94 report, the appeal is no longer applicable.**
- 11. After having a discussion with Josh Fox and Paul Brudder, Jones recommended to withdraw the appeal.**
- 12. Sheaffer moved, Turner seconded motion carried to have Jones contact DEP to withdraw the appeal.**
- 13. Jones suggested that Josh Fox contact Josh Owens the NBMA engineer to provide an updated time schedule from Newport for completion of their project.**
- 14. Fox and Campbell attended a meeting with DEP and PENNVEST representative to review the status of the Howe Township project.**
- 15. It is planned to submit an application for funding to PENNVEST for their February funding round. This would make a completion date of April 2017.**
- 16. Jones will draft a letter for Campbell to send to NBMA to invite a representative to attend the HTMA meeting in December to review our mutual project and timelines and expectations.**
- 17. The audit is in process.**

18. **Banking information was submitted to DCED for the ACH payments from PENNWORKS.**
19. **Turner moved, Burd seconded, motion carried to pay a Stock & Leader invoice for \$1,230.**
20. **Turner moved, Sheaffer seconded, motion carried to adjourn at 6:30PM.**

Next meeting: December 21, 2015

Respectfully submitted,

**Charles Burd
Secretary**