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**HOWE TOWNSHIP MUNICIPAL AUTHORITY (HTMA)
300 NORTH FOURTH STREET
NEWPORT, PA 17074
REGULAR MEETING MINUTES
May 16, 2016**

Members present: Burd, Campbell, Kessler, Sheaffer, and Turner

Members absent: None

Guests: Josh Fox, HRG; Martin Siegel and Sarah Doyle, Stock & Leader, Tim Seiber, Newport Borough Municipal Authority (NBMA)

The meeting was called to order at 5:30 PM by Chairman Campbell.

Public Comments: Tim Seiber reported that the NBMA continues to be on hold with DEP. Their engineer had met today with DEP to get an update. They have hired a new plant operator, Chris Burkholder, who is working out well. He may be available to run HTMA's infrastructure in the future.

- 1. Secretary Burd presented the April 18, 2016 minutes.**
- 2. Sheaffer moved, Turner seconded, motion carried to approve the April 18, 2016 minutes.**
- 3. Treasurer Sheaffer presented the Treasurer's Report.**
- 4. Turner moved, Kessler seconded, motion carried to approve the Treasurer's Report.**
- 5. There was a question regarding a wire transfer listed as Zion's Trust for \$9,033.79. Josh Fox is going to have Angela check into that.**
- 6. Burd distributed communications from various agencies.**
- 7. Martin Siegel and Sara Doyle were sitting in for Dave Jones.**
- 8. The Authority went into executive session to discuss potential litigation.**
- 9. Josh Fox reported that the required permits were received from DEP.**
- 10. The PENNVEST grant application was filed by the May 11, 2016 deadline.**
- 11. PENNVEST indicated there are more grant monies available this round.**
- 12. Fox presented the permanent and temporary construction agreements with Cedar Realty.**
- 13. Burd moved, Kessler seconded, motion carried to sign the agreements.**
- 14. Fox reported that there were no comments yet from the PENNVEST application, in the event there are, HRG is ready to address any issues, concerns, or questions.**
- 15. HRG has updated their link with the Howe Township website. The HRG project link includes USDA guidelines for financial assistance, forms, and contact information.**
- 16. Fox is planning to meet with the NBMA engineer in June to compare notes and/or assist in moving the project forward.**
- 17. The next big step if we get the award is the easement agreements and transferring the easements for the Newport Assembly of God Family Life Center. Also the grinder pump agreements to allow HTMA on property for O&M of the pumps.**
- 18. Fox reviewed the special conditions of the DEP Water Obstruction & Encroachment Permit (WOEP).**
- 19. Fox also noted he would check if there is a typo on the date in line 14. PA SPGP-4 expires 6/30/16.**
- 20. Martin Siegel suggested asking for a revision in lieu of an extension to correct.**

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- 21. Fox is working to set up a meeting with Senator Teplitz and Representative Keller to discuss the status of the RACP submission.**
- 22. Burd moved, Turner seconded, motion carried to ratify the resolution to apply as passed at the last meeting that is now before the Authority in writing.**
- 23. Charles Burd presented a brief overview of the new township building. He stated Dale Beaver was investigating financial options and would report on them at the June HTBOS meeting.**
- 24. Martin Siegel offered that Steve Hovis with HRG specializes in municipal bonding/financing.**
- 25. Kessler moved, Turner seconded, motion carried to engage Herring, Roll, & Solomon to perform the 2015 audit for the Authority for a fee not to exceed \$2,000.00.**
- 26. Charles Burd recapped the Stock & Leader conference regarding DEP.**
- 27. Turner moved, Kessler seconded, motion carried to adjourn at 7:04 PM.**
- 28. Next meeting: June 20, 2016**

Respectfully submitted,

**Charles Burd, Secretary
Howe Township Municipal Authority**