

**HOWE TOWNSHIP MUNICIPAL AUTHORITY
300 NORTH FOURTH STREET
NEWPORT, PA 17074
REGULAR MEETING MINUTES
August 17, 2015**

Members present: Burd, Campbell, Sheaffer, & Turner

Members absent: None

Guests: Bruce Hulshizer, HRG, Dave Jones, Solicitor, Martha Kauffman

Public: None

The meeting was called to order at the Howe Township Municipal Building, 80 Red Hill Road, Newport, PA 17074, by Secretary Burd at 5:37PM.

- 1. The Authority heard public comments from Martha Kauffman.**
- 2. Secretary Burd presented the minutes of the July 20, 2015 meeting.**
- 3. Sheaffer moved, Turner seconded, motion carried to approve the minutes of the July 20, 2015 meeting.**
- 4. Treasurer Sheaffer presented the August Treasurers Report.**
- 5. Burd moved, Turner seconded, motion carried to approve the August Treasurer's Report.**
- 6. Secretary Burd distributed correspondence from various agencies.**
- 7. Solicitor Jones discussed preparing permanent easements, and**
- 8. Noted that PENNVEST will not pay for land acquisition under the design portion of the loan, and**
- 9. Newport Borough Municipal Authority (NBMA) reimbursement issues including: What Oliver Township has paid, there are design costs from Glace, then redesign by Larson Design Group.**
- 10. HRG/Josh will determine when HTMA & NBMA actually started new treatment plan.**
- 11. Storm water is not associated with sanitary sewer.**
- 12. The reimbursement plan is laid out in the inter municipal agreement.**
- 13. 23% of the construction cost is for design (\$1.5 million)**
- 14. Turner moved, Sheaffer second, motion carried to have HRG review the invoices NBMA in relation to the provisions of the inter municipal agreement.**
- 15. Bruce Hulshizer, HRG, reported that the casing pipe requirement by Norfolk Southern was eliminated, approving to use 6" poly under the river and railroad.**
- 16. The Authority will need to obtain commercial general liability insurance prior to construction. Jones will inquire about the insurance.**
- 17. Hulshizer will check on HRG fronting the \$5,000 permit fee, or if it will come from PENNVEST or PennWorks.**
- 18. Sheaffer moved, Turner seconded, motion carried to request \$5,000 for Norfolk Southern Railway Company permit to drill/bore/work under the railroad.**

19. Turner moved, Sheaffer seconded, motion carried to execute the agreement with Norfolk Southern pending the solicitor's review.
20. Sheaffer moved, Turner seconded motion carried to authorize HRG to provide financial services not to exceed \$5,410 for the PennWorks Grant Administration Assistance.
21. Burd moved, Turner seconded, motion carried to approve draw #12 for HRG for \$47,552.86.
22. Burd moved, Turner seconded, motion carried to authorize HRG to submit the PennVest application on behalf of the HTMA.
23. PennVest required that a CPA audits our books, we may need to prepare a RFP.
24. Burd moved, Turner seconded to advertise for a public meeting on September 21 at 6:30PM at the Township Building regarding the Sanitary Sewer Project.
25. HRG will provide square footage as requested by Larry Brodisch for completing the two remaining appraisals.
26. Turner moved, Sheaffer seconded, motion carried to accept the resignation of Earl Solomon, and to remove him as a signatory from the HTMA checking account.
27. Turner moved, Sheaffer seconded, motion carried to add Charles Burd as a signatory on the HTMA checking accounts.
28. Randy Kessler is a candidate to replace Earl Solomon on the Authority. He is to submit a letter of interest to the Township.
29. Campbell will inform NBMA that HTMA is interested in joining a joint committee going forward.
30. Turner moved, Sheaffer seconded, motion carried to adjourn at 7:11PM.
31. Next meeting: September 21, 2015.

Respectfully submitted,

Charles Burd, Secretary
Howe Township Municipal Authority