

**HOWE TOWNSHIP MUNICIPAL AUTHORITY (HTMA)  
300 NORTH FOURTH STREET  
NEWPORT, PA 17074  
REGULAR MEETING MINUTES  
July 18, 2016**

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

**Members absent:** None

**Guests:** Sarah Doyle, Stock & Leader, Bruce Hulshizer, HRG, and Tim Seiber

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

**Public Comments:** Tim Seiber with the Newport Borough Municipal (sewer) Authority (NBMA) noted that they are awaiting notification from the USDA RUS program regarding funding for the sewer plant building project. He invited a HTMA representative to attend a meeting they are having with a billing service provider. Turner will attend that meeting on Thursday, July 21 at 9am. Turner will also attend the regular NBMA meeting on Thursday, July 28 at 7pm.

1. Burd presented the minutes from the June 20 regular meeting, & June 30 special meeting.
2. Sheaffer moved, Turner seconded, motion carried to approve the June 20 minutes.
3. Turner moved, Kessler seconded, motion carried to approve the June 30 minutes.
4. Burd distributed correspondence to the members.
5. Sheaffer presented the treasurers report.
6. Turner moved, Burd seconded, motion carried to approve the treasurer's report.
7. Kessler moved, Turner seconded, motion carried to approve PENNVEST Payment Request #16 of \$8,706.03 for HRG invoices and interest.
8. Burd moved, Turner seconded, motion carried to approve PennWorks Payment Request #4 of \$16,674.00 for multiple HRG invoices from February 2016 to present.
9. Sarah Doyle reported that the easement agreements are finalized and will be mailed out Tuesday or Wednesday.
10. Sarah Doyle reported that the grinder pump agreements were completed with the cost to be determined.
11. Sarah Doyle also reported on the meeting with Campbell, Josh Fox, Robin Smith, and Smith's attorney Mark Allshouse.
12. Stock and Leader will file the condemnation papers. Smith will have 30 days to respond.
13. Bruce Hulshizer noted that the PENNVEST announcement will be on Wednesday, July 20.
14. HRG will work with Stock and Leader regarding unimproved lots along the Juniata Parkway to notify property owners about providing connection stubs.
15. It was discussed to invite the public to the August meeting to answer easement and grinder pump questions.
16. Kessler moved, Burd seconded, motion carried to approve mailing postcards to the customers that received easement and/or grinder pump agreements pending satisfactory PENNVEST offer on July 20 to invite them to the August HTMA meeting.
17. Doyle and Hulshizer were asked to provide estimates of legal, land acquisition, and other costs so the Authority could request appropriate funding from the Howe Township Board of Supervisors.
18. Hulshizer reported there was no update on the RACP funds.

- 19. Sheaffer reported the materials are ready for the auditor, Campbell will drop off on Wednesday.**
- 20. Campbell noted that the requests for Keystone Opportunity Zone Program are being accepted. Buffalo Crossing may qualify. The Perry County Economic Development Authority is following up on it.**
- 21. Burd moved, Turner seconded, motion carried to adjourn at 6:12 PM.**
- 22. Next meeting: August 15, 2016**

**Respectfully submitted,**

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