

**HOWE TOWNSHIP MUNICIPAL AUTHORITY (HTMA)  
300 NORTH FOURTH STREET  
NEWPORT, PA 17074  
REGULAR MEETING MINUTES  
April 17, 2017**

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

**Members absent: None**

**Guests: Solicitor Dave Jones, Engineer Josh Fox, and Residents Christine Campbell and Richard Reisinger**

**The meeting was called to order at 5:38 PM by Chairman Campbell.**

- 1. There were no public comments at this time.**
- 2. Sheaffer moved, Burd seconded, motion passed to approve the March 20, 2017 minutes.**
- 3. Sheaffer presented the March Treasurer's Report.**
- 4. Burd moved, Kessler seconded, motion passed to approve the Treasurer's Report.**
- 5. There was no correspondence to distribute.**
- 6. Jones reported that there is a PENNVEST conference call scheduled for May 23 at 10am.**
- 7. Jones reviewed costs of the Newport Act 537 and Long Term Control Plan (LTCP) The project was \$12 million in 2014, then \$12.6 million in January of 2016, then rose to \$14.8 million in November 2016.**
- 8. Jones is communicating with NBMA.**
- 9. The answers from NBMA regarding O&M were vague, and there remains the question of the land acquisition costs.**
- 10. The capacity of the plant rose from 510,000 to 1,800,000 gallons.**
- 11. HTMA will not be contributing any storm water to the Newport system, only waste water.**
- 12. Peaking factor at the plant is driven by storm water, not sanitary sewer.**
- 13. The 1.85 million gallon is extremely out of normal due to inability to separate (currently) storm water and waste water.**
- 14. Jones is proposing a meeting with HTMA, NBMA, OTMA representatives, with professionals in attendance (not a quorum and without the public).**
- 15. Jones will also reach out to Jerry Philpott, OMTA solicitor, and Josh Owens, NBMA engineer.**
- 16. Josh Fox reported on the meeting with Sippel Development, the low bidder for the HTMA project.**
- 17. The initial extension expires on 5.26.2017.**
- 18. Sippel's biggest concerns are: liquidated damages, time frame, escalating asphalt, pipe, and other related costs.**
- 19. The boring sub contractor pulled out and will have to be replaced.**
- 20. The electric bid will be kept on the back burner until we get firm dates/timeframe.**
- 21. The authority received official notice that it did not receive any CFA funding for the W. Shortcut Extension Project.**
- 22. Fox is actively discussing capacity purchase with Buffalo Crossing for a flow of 35,000 gallons daily.**
- 23. Working for them to buy 10-12,000 upfront, then get the rest over time as they get tenants confirmed.**

- 24. Buffalo Crossing inquired if HTMA would be interested in submitting a CFA application with them paying 50% of the application fee of \$3-3,500.**
- 25. This would be for \$450,000 for a force main to service Buffalo Crossing.**
- 26. Submissions for the next round are due October 30, 2017.**
- 27. Tapping/User fees, can we set at a cap, and then work down to our ideal rates.**
- 28. Rich Reisinger asked if HTMA will have to rent/buy equipment to flush system.**
- 29. Fox answered that we have options. We could contract with NBMA to use their equipment to do this on an “as required” basis.**
- 30. Sheaffer & Campbell are sending documents to the auditor.**
- 31. The US Census Survey was completed.**
- 32. The US DOC Survey was completed.**
- 33. Burd reported on the PMAA conference.**
- 34. Christine Campbell inquired where the Buffalo Crossing force main would be located.**
- 35. Fox pointed that out on the plans.**
- 36. Burd moved, Kessler seconded, motion carried to adjourn at 6:57pm.**
- 37. Next Meetings: May 15, 2017 at 5:30pm.**

**Respectfully submitted,**

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