

**HOWE TOWNSHIP MUNICIPAL AUTHORITY (HTMA)
300 NORTH FOURTH STREET
NEWPORT, PA 17074
REGULAR MEETING MINUTES
October 16, 2017**

**Members present: Burd, Campbell, Kessler, and Sheaffer
Guest: Nancy Haines**

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

- 1. There were no public comments at this time.**
- 2. Burd presented the minutes of the meeting on September 18, 2017.**
- 3. Sheaffer moved, Kessler seconded, motion carried to approve the September 18, 2017 minutes.**
- 4. Sheaffer presented the October Treasurer Report.**
- 5. Burd moved, Kessler seconded, motion carried to approve the October Treasurer Report.**
- 6. Secretary Burd distributed correspondence from various agencies.**
- 7. Campbell reported that Josh Fox is checking with Sippel Development if they will further extend their bid, or if we will have to rebid.**
- 8. Campbell reported that Newport was projecting to go out to bid October 16-20, but probably will not as they need a couple of requirements for USDA.**
- 9. October 26 is the next official NBMA meeting.**
- 10. The CFA grant application for Buffalo Crossing is still waiting for the budget impasse to end.**
- 11. Campbell submitted the required forms with WJ Moore and Belmont Insurance Agencies for quotes for liability and property insurance. This will eventually need rebid, but this will give us a baseline idea on premiums.**
- 12. Burd moved, Sheaffer seconded, motion carried to approve the 2018 budget.**
- 13. Kessler moved, Sheaffer seconded, motion carried to approve PennWorks Request #9 for \$20,411 this will get Stock and Leader caught up and includes costs for HRG.**
- 14. The Authority then went into executive session to discuss a personnel issue.**
- 15. Burd moved, Sheaffer seconded, motion carried to adjourn at 6:00pm.**
- 16. Next Meetings: November 20, 2017 at 5:30pm.**

Respectfully submitted,

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