**MUNICIPAL AUTHORITY**

**Municipal Building, 27 W Market Street, Palmyra, PA**  **January 4, 2024**

Call to Order- 6pm

The meeting was called to order by Steve Oliver.

The following members were present: John Vanderhoef, Secretary

Steven Oliver, Chairman Matt Epler, Treasurer

Mark Panassow, Vice Chairman-Absent Corey Andrew, Member-Absent

The following staff were present:

H. David Miller, Engineer Tom Long, Solicitor

Sam Blauch, Wastewater Superintendent Nannette Hostetter, Administrative Assistant

**Reorganization of the Municipal Authority Members.**

1. **Chairman-Steve Oliver**
2. **Vice Chairman- Mark Panassow**
3. **Treasure-Matt Epler**
4. **Secretary-John Vanderhoef**
5. **Member-Corey Andrew**
6. **Solicitor-Thomas Long**
7. **Engineer-H. David Miller**
8. **Wastewater Superintendent- Samuel Blauch**
9. **Administrative Assistant- Nannette Hostetter**

**\*Member Matt Epler made a motion that all members stay the same. Seconded by John Vanderhoef.**

**Motion carried.**

**Public Input** -None

**Minutes-**

1. Approval of the December 7, 2023. Municipal Authority Meeting Minutes. Member John Vanderhoef made a motion to approve. Seconded by Matt Epler. Motion carried.

**Treasurers’ Report**

1. Financial Statement – Fund 9A & 9B Revenue & Expenditure Statement Month Ending 12/28/2023.

Account Balances $1,500,093.17.

Requisitions –Member John Vanderhoef moved to approve Requisition #01-2024 in the amount of $19,737.69. Seconded by Matt Epler. Motion carried.

**Correspondence/Reports**

1. Board Of Supervisors meeting minutes for December 12, 2023.

**Engineer’s Report**

1. Member Matt Epler made a motion to approve work order 4604-EWO-230954-000 Chapter 94 reports in the amount of $9,900.00. Seconded by John Vanderhoef. Motion carried.
2. Member Matt Epler made a motion to approve work order 4604-EWO-240009-000 NPDES permit renewal in the amount of $ 8,400.00. Seconded by John Vandehoef. Motion carried.
3. H. David gave an update on The Rules, Rates and Regulations. Dave and Sam Blauch have been working together to update the handbook.

**Solicitor’s Report**

1. Tom Long read over the agreement from Portnoff Law Associates. Mr. Long stated that he feels the agreement looks fine to him.
2. Member Matt Epler made a motion to sign the agreement between the South Londonderry Municipal Authority and Portnoff Law Associates. Seconded by John Vanderhoef, Motion carried.
3. Mr. Long also spoke with the Township solicitor Patrick Armstrong concerning Engineering fees for developers. Patrick Armstrong will amend the development agreement to include the Municipal Authority.

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**Wastewater Report**

1. Sam Blauch gave his monthly report.
2. Sam also gave an update on 106 Bell Road. He spoke with the owners, and they are placing a new home on their existing foundation. The project should take 6-7 months to complete. The recreational vehicles will all be removed then.
3. The sewer department had an incident with a manhole on December 20, 2023. It has been decided that the sewer department will inspect all manholes regularly.

**New Business**

**Old Business**

**Good and Welfare**

1. Sam Blauch received a call from A&H Equipment regarding the Vactor truck. It was schedule to be finished by April and has been delayed until August 1,2024.
2. We also discussed the CD that we have with Jonestown Bank. Further discussion will be tabled for the April 4,2024 meeting.

**Executive Session 6:38-6:48pm**

**Adjournment**

There being no further business, member Matt Epler moved to adjourn the meeting at 7:50pm. It was Seconded by John Vanderhoef. All were in favor.

Secretary

**Upcoming meeting date:**

**Next Municipal Authority meeting is February 1, 2024, at 6pm.**