

**GERMAN TOWNSHIP SEWAGE AUTHORITY  
MONTHLY MEETING  
January 20<sup>th</sup>, 2016  
3:40 PM**

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**1. CALL TO ORDER:**

The regular monthly meeting of the German Township Sewer Authority, held at the German Township Municipal Building was called to order at 3:40 pm by Bob Belch

**Members Present:** LC Otto, Floyd Gladman, Bob, Belch, Carolyn Capozza,

**Staff Present:** Brenda Devecka, Robin Victor, Steve Eby

**Attendees:** Gene Roman, John Chetosky, Herman Angelo

**2. SECRETARY'S REPORT:**

**Consideration to Approve the Supervisors' December Monthly Meeting Minutes**

Floyd Gladman III made a motion, seconded by Bob Belch

**3. TREASURER'S REPORT:**

**Account Balances**

First National Bank Checking	\$ 161,093.75
FNB GTSA Tap Fee	\$ 117,743.04
FNB RUS Loan Checking	\$ 51,411.89
United Bank	\$ 0
USDA Rural Utilities Loan	\$ 4,102,056.00

**Consideration to Approve the Treasurer's Report**

Motion was made by Carolyn Capozza and seconded by Floyd Gladman III

**4. Engineer's Report**

Steve Eby reported that he has the drawings for the next phase that involved German & Georges Township, respectively. Mentioned that the next phase will be split into 2 additional projects. One of those phases involved an additional Pump Station. Plans were presented for review. Also, mentioned that there may be in issue with the phase that involves Strickland Estates, but will be discussed in a later Executive Session.

Citizen Gene Roman inquired about the next phase that involves Tree Farm Road. A discussion on that project then ensued.

## 5. SOLICITOR'S REPORT

Solicitor Doug Sepic discussed the letter that is to be sent out to all delinquent Customers, and that a deadline needed to be set before we can send out letters. A discussion was started on what dates to set for the deadline.

Bob Belch made motion to set final deadline to tap in to the Sewage by April 11<sup>th</sup>. 2<sup>nd</sup> Motion was made by LC Otto.

*Vote - 4-0, Motion Passed.*

Letters will be mailed out by February notifying all delinquent Customers of this Deadline.

Solicitor Sepic also said he will Clarify the Rules and Regulations for Billing and Collections. He will have this ready by February.

Solicitor added that he will provide a second page for our mailers, letting our Customers know the legal fees that are associated if they do not tap in.

A discussion was also brought up about what action will be taken for an Customer that does not comply with our letters and deadline. It was discussed whether Civil Action or Criminal Action should be taken. A decision will be made at a later time.

## 6. PROJECT STATUS

No Report

**7. NEW BUSINESS**

LC Otto made motion to pay Staples bill that spent on Sewage Supplies. 2<sup>nd</sup> by Carolyn Capozza.

*All in Favor, 4-0, Motion Passed.*

Motion by Carolyn Capozza to pay all bills associated with the Day to Day operations of the Sewage Authority , 2<sup>nd</sup> by LC Otto

*All in Favor, 4-0, Motion Passed.*

Meeting was then directed into our 2016 Reorganization Meeting.

Carolyn Capozza made motion to reappoint all board members to their current positions for 2016. 2<sup>nd</sup> by Floyd Gladman.

*All in Favor, 4-0, Motion Passed.*

Motion to reappoint Douglas Sepic as Solicitor for the German Township Sewage Authority by Carolyn Capozza, 2<sup>nd</sup> by LC Otto

*All in Favor, 4-0, Motion Passed.*

Motion to reappoint Widmer Engineering as the Engineer for the German Township Sewage Authority by Carolyn Capozza, 2<sup>nd</sup> by Floyd Gladman

*All in Favor, 4-0, Motion Passed.*

Motion was made to keep all of our finances at First National Bank for 2016, Motion by Carolyn Capozza, 2<sup>nd</sup> by LC Otto

*All in Favor, 4-0, Motion Passed.*

Motion was made to keep Meetings the same Date & Time, the 2<sup>nd</sup> Tuesday of Each month at 3:30pm, with the exception of Novembers meeting, making in the 3<sup>rd</sup> Tuesday, due to Election Day, by Carolyn Capozza, 2<sup>nd</sup> by LC Otto

*All in Favor, 4-0, Motion Passed.*

Motion made by LC Otto to allow Adminstrative Assistant to purchase Office Supplies from Mark IV with a \$250 monthly spending limit, with prior Board Authorization before purchase, 2<sup>nd</sup> by Carolyn Capozza.

*All in Favor, 4-0, Motion Passed.*

Motion was made to go into Executive Session at 4:45pm by Bob Belch, 2<sup>nd</sup> By Floyd Gladman



8. **ADJOURNMENT: Motion made by Carolyn Capozza to Adjourn at 5:14pm, 2<sup>nd</sup> by LC Otto.  
All in Favor, 4-0, Motion Passed.**

Next meeting will be February 9<sup>th</sup>, 2016 at 3:30 PM

Bob Belch adjourned the meeting at 5:14 PM.

**MEETING ADJOURNED AT 5:14PM**

**The German Township Sewer Authority approved these meeting minutes at a regularly scheduled meeting on February 9th, 2016**

**German Township Sewer Authority Meeting Minutes**

Respectfully submitted,



**Carolyn A. Capozza**  
Sewage Authority Secretary  
1/20/2016