



February 18, 2009

Meeting Minutes

Approved

In Attendance: Don Carlson, Chairman, Hal Harper, Vice-Chairman, Bob Watts, Member, Matt Brown, Authority Engineer/Administrator, C. Neri, Assistant Township Treasurer.

Call to Order

Don Carlson, Chairman called the meeting to order at 7:42 p.m.

Approval of Minutes

D. Carlson offered two small clarifications to the February 5 Authority meeting minutes. H. Harper moved, seconded by B. Watts, to approve the minutes of the February 5, 2009 Authority meeting with the noted clarifications. It was so moved.

Approval of Payments

D. Carlson asked C. Neri several questions about bills listed and a brief discussion occurred regarding the service charges on the Fetters' bills. It was the consensus of the Authority that the service charges as presented were inappropriate. B. Watts moved, seconded by H. Harper to approve the payments for February 2009. It was so moved.

Authority Administration Reports

D. Carlson reviewed the Authority Manager's Report noting several highlights. He then opened the discussion on the draft protocol for handling unpaid accounts as included in the Authority packet. D. Carlson offered some comments and asked for any thoughts on the protocol from the members. There was a brief discussion on the protocol and the manner of letter delivery. It was the consensus of the Authority to apply the protocol as written to those accounts already overdue. H. Harper moved, seconded by B. Watts to approve the protocol as written. It was so moved.

D. Carlson called upon M. Brown to review Clean Water, Inc.'s monthly report of the operation of the wastewater treatment systems. He went over several highlights in his report including the flows for the Route 100 WWTF, the operating challenges at Eaglepointe and PADEP, the driveway at Marsh Harbour, and the Chapter 94 reports. He noted that all systems are generally operating well and within parameters. M. Brown noted that for Marsh Harbour they were assembling information on the cost to repair the roof and the driveway and would be returning to the Authority with those figures for approval.

D. Carlson then called upon M. Brown to review his monthly report. M. Brown called the Authority's attention to several highlights including the inflow and infiltration (I & I) status at Eaglepointe, the planning module submission for Marsh Lea, the Route 100 WWTF

Phase II status, the request for a punch list for sanitary sewers within the roads at Windsor Ridge, easement agreement preparation for areas where sewers exist but no formal easement was secured and the Chapter 94 Report for the Route 100 WWTF.

Following a brief discussion on other items in the reports, B. Watts moved, seconded by H. Harper, to accept the monthly reports of the Authority Manager, Clean Water, Inc. and ARRO Consulting, Inc. It was so moved.

D. Carlson reviewed the correspondence included with the Authority's packets.

Open Session

No comments were offered by the public.

B. Watts noted again the status of the Route 100 WWTF Phase II and possibility of procuring the excess capacity. He also expressed concern over procuring the necessary land disposal capacity to augment the excess treatment capacity. He expressed his desire to have the Authority pay close attention to this. He also asked that the hours of the Township Public Works crew devoted to Authority assignments be included as part of the Authority Manager's report. M. Brown stated it was his understanding the hour reconciliation would be included quarterly.

The next meeting date was noted to be March 18, 2009 at 7:30 p.m.

Adjournment

There being no further business to be brought before the Authority, D. Carlson adjourned the meeting at 8:25 p.m.

Respectfully submitted,

G. Matthew Brown, P.E., DEE
Authority Administrator