



December 16, 2009
Meeting Minutes
Approved

In Attendance: Don Carlson, Chairman, Hal Harper, Vice-Chairman, Bob Watts, Member, Lou Schack, Member, Matt Brown, Authority Engineer/Administrator, Cheryl Neri, Assistant Township Treasurer, Paul Ruffini, ARRO Consulting, Inc.

Call to Order

D. Carlson, Chairman called the meeting to order at 7:37 PM.

Approval of Minutes

B Watts noted while he was delayed in arriving at the November meeting he was in attendance. Also, D. Carlson suggested the addition of a sentence to clarify the correspondence he had received as Chairman. H. Harper moved, seconded by L. Schack to approve the minutes of the November 21, 2009 Authority meeting with the suggested modifications. It was so moved.

Approval of Payments

B. Watts moved, seconded by H. Harper to approve the payments for December 2009. It was so moved. The Authority reviewed the YTD Revenue and Expense Report and Balance Sheet. After brief comments and questions by the members, H. Harper moved, seconded by L. Schack to accept the YTD Revenue and Expense Report and Balance Sheet. It was so moved.

Authority Administration Reports

M. Brown reviewed Clean Water, Inc.'s monthly report relative to the operation of the wastewater treatment systems. He noted that all systems are generally operating well and within parameters. M. Brown went over several highlights of the report including the average flows for the Route 100 WWTF (215,000 gpd), spray disposal underway in several of the systems following a wet start to the month, monitoring well testing frequency at Marsh Harbour, and the Nitrate violation at Lakeridge. M. Brown noted the move from paper to electronic DMRs (Daily Monitoring Reports) for PADEP.

M. Brown noted that a spreadsheet and graph were being developed per the request of H. Harper showing the monthly flow variations. M. Brown said it would include precipitation amounts to reflect the Infiltration/Inflow impact. He said this would be available in January for the calendar year 2009 and would be provided monthly in 2010 starting with February.

M. Brown then referred to the ARRO monthly report and called the Authority's attention to several highlights including the collection of data for the preparation of the new annual ground water monitoring report required by PADEP. This report is to be submitted in February and replaces the former quarterly reports. B. Watts requested the draft report to be sent to him via e-mail prior to sending to PADEP. M. Brown assured it would be. M. Brown reviewed the status of the dedication correspondence with Toll Brothers for Byers Station, the Lakeridge WWTF Corrective Action Plan status including the correspondence on use of garbage disposals and those residents attending a regular meeting of the Authority for a discussion on their sewerage

system, the release of the lagoon liner escrow for the Reserve, the repair to the storage lagoon at the Route 100 WWTF and the schedule for construction of Phase II of the Route 100 WWTF.

M. Brown briefly reviewed his Administrator's Report noting that it had been a relatively quiet month.

B. Watts suggested as a prudent measure to have the Marsh Harbour spray fields reviewed by a soil scientist. This should include both the primary fields and the backup to assure the capacity had not diminished. M. Brown said he would arrange to have it done. H. Harper asked several questions about the status of Cutler and Pulte. M. Brown reviewed the current status of Waynebrook disposal areas and Upland Farms.

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

M. Brown noted the correspondence attached to the Board packet and asked if there were any questions.

2010 Proposed Budget - Adoption

M. Brown discussed the 2010 draft operating and capital budgets submitted to all members. He noted that rates for all systems would remain the same for 2010 with the exception of Marsh Harbour. That rate would be increased from \$120 per quarter per EDU to \$135 per quarter. M. Brown noted the residents in this system as well as the HOA would be advised through correspondence of the change. B. Watts noted the letter should be clear that the changes to the rate reflect the system's capital needs. M. Brown said it would. Following a brief discussion on Administrative costs, B. Watts moved, seconded by H. Harper to adopt the operating and capital budgets as drafted for the calendar year 2010. It was so moved.

Open Session

No residents were in attendance.

M. Brown noted the formal request from Beth Israel for sewer service and the action taken by the Authority previously. He provided a copy of the 2008 audit and noted with the Township's change of auditors the 2009 work should be done in a much more timely fashion. He asked how the e-packets worked the first month and received a positive response from all in attendance.

D. Carlson noted the upcoming Joint Boards and Commissions meeting (January 12, 2010) by the Board of Supervisors and encouraged any member to submit their topics to him for inclusion on the agenda for the Authority's portion of the meeting.

The next meeting date was noted to be January 20, 2010 at 7:30 PM.

D. Carlson noted the next meeting was the annual reorganization meeting where the Authority selected officers and consultants for 2010. He noted that if any Authority member had any thoughts relative to the current consultants or had an interest in a change to let him know.

Adjournment

There being no further business to be brought before the Authority, D. Carlson adjourned the meeting at 8:20 PM.

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