



December 15, 2010

Meeting Minutes

Approved

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

Call to Order

H. Harper, Chairman called the meeting to order at 7:33 PM.

Approval of Minutes

D. Carlson moved, seconded by L. Schack to approve as submitted the minutes of the October 20, 2010 Authority meeting. It was so moved.

Approval of Payments

The Authority reviewed the payments for December. On a side note, D. Carlson brought up that due to the lack of quorum and no meeting in November, payments for November were handled in accordance with the established and approved Authority protocol. After brief comments and questions from the Authority, D. Carlson moved to approve the payments for December 2010, L. Schack seconded and it was so moved. After a review by the Authority of the YTD Revenue and Expense Report and Balance Sheet, D. Carlson moved, seconded by L. Schack to accept the reports. It was so moved.

Authority Administration Reports

M. Brown called to the Board's attention the reports from Clean Water, Inc., ARRO Consulting, Inc., and the Authority Administrator relative to the operation and current projects in the wastewater systems. These reports were included within the Authority Board packets. He noted that all systems are generally operating well and within parameters and asked if there were any questions or comments. After a brief discussion of several of the items within the reports, including tree removal at Ewing, the Lakeridge I/I program and the possible use of an autodialer system at the Route 100 WWTF to augment the SCADA system, D. Carlson moved, seconded by L. Schack to accept the aforementioned reports for the month of December. It was so moved.

M. Brown reviewed the bid summary for the Eaglepointe WWTF Equalization Basin construction. He noted the recommendation letter from ARRO to reject the bid of Aqua Resources, Inc. due to non-compliance with the Instructions to Bidders. M. Brown noted this recommendation had been discussed with the Authority Solicitor. B. Watts moved, seconded by D. Carlson to reject the bid of Aqua Resources, Inc for Contract No. 1, General Construction. L. Schack then moved to issue Intent to Award letters to MGK Industries, with a bid amount of \$159,900, for Contract No. 1, General Construction and to AJM Electric, Inc, with a bid amount

of \$18,400, for Contract No. 2, Electrical Construction. B. Watts seconded; it was so moved. D. Carlson noted he had a discussion with M. Brown and B. Norris about not demolishing the current influent tank as delineated in the project documents. It was thought this could be a cost savings to the Authority. The tank might be reconditioned and used to store sludge. M. Brown said he would review this with the engineer and the contractor to ascertain the savings and the possible alternate use.

M. Brown reviewed the bid summary for the Influent Screen Room Odor Control at the Route 100 WWTF. He noted the recommendation letter from ARRO to issue an Intent to Award letter to the low bidder, The McElwee, Group, LLC, for a total amount of \$44,700. B. Watts moved and D. Carlson seconded to accept the recommendation and to do so. It was so moved.

M. Brown then called the Authority's attention to the draft 2011 Operating and Capital Budgets. He reviewed the specifics of each and noted where operational costs varied from the previous budgets and why. He also noted the projects recently bid were included under the proposed capital budget. M. Brown noted that due to continued increases in operating costs, the Marsh Harbour system would once again see a rate increase from \$120 per quarter to \$135 per quarter. He said the 2011 draft Operating Budget included this increase. B. Watts moved and D. Carlson seconded to make the rate adjustment as recommended and to forward letters to both the individual ratepayers as well as the homeowners association. It was so moved. M. Brown noted he would request the Authority formally adopt both budgets at the January 2011 meeting and if there were any questions for the Authority members to contact him directly.

Open Session

Several residents were in attendance. Barbara Edwards of the Mews at Byers Station made several comments including advising the Authority about bad odors coming from the regional pumping station and poor maintenance by the developer around the manhole lids and risers. M. Brown said he would look into it with the operator and the developer.

The next meeting date was noted to be January 19, 2011 at 7:30 PM.

Adjournment

There being no further business to be brought before the Authority, H. Harper adjourned the meeting at 9:07 PM.

Respectfully submitted,

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