



MEETING MINUTES

January 19, 2011

Approved

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

Call to Order

H. Harper, Chairman called the meeting to order at 7:33 PM. He noted that L. Schack was on his way and would arrive a few minutes late and directed the Authority members to complete the annual financial interest forms in the interim. L. Schack arrived at 7:38 PM and the meeting began.

Reorganization

H. Harper stated that as is the Authority's practice, reorganization including election of officers for 2011 and appointments of professionals for the coming year would commence. To facilitate the election for Chairman, he turned the gavel to M. Brown to conduct the election. M. Brown called for nominations for the position of Chairman for 2011. H. Harper moved, seconded by D. Carlson to name B. Watts Chairman for 2011. It was so moved. M. Brown then turned the gavel to the new Chairman for completion of the reorganization. B. Watts called for nominations for the position of Vice-Chairman. D. Carlson moved, seconded by B. Watts to name L. Schack Vice-Chairman for 2011. It was so moved.

D. Carlson noted to the Authority that he had received a letter from another engineering firm expressing interest in the position of Authority engineer. No comments from the Authority were offered. D. Carlson moved to reappoint the following professionals for 2011:

Authority Engineer: ARRO Consulting, Inc.
Authority Solicitor: Christopher E. Frantz, Esq.
Authority Administrator: G. Matthew Brown, P.E., DEE

L. Schack seconded the motion. It was so moved.

Approval of Minutes

D. Carlson moved, seconded by H. Harper to approve the minutes of the December 15, 2010 Authority meeting as written. It was so moved.

Approval of Payments

D. Carlson asked M. Brown and C. Neri for clarification on two invoices on the list. He then moved, seconded by L. Schack to approve the payments for January 2011 and to accept the balance sheet and statement of revenue and expenses for December 2010. It was so moved.

Authority Administration Reports

M. Brown referenced the Clean Water, Inc. monthly report, the ARRO Consulting, Inc. monthly report and the report of the Authority Administrator. He noted that all systems are generally operating well and within parameters. He noted the receipt of a letter from PADEP delineating a fine for foaming in the aeration basin at the Eaglepointe WWTF dating back to February 2010. M. Brown stated the Authority had not received any notice of violation prior to this letter nor had been asked to sample for a violation at the time. He stated that he and Brian Norris were reviewing the circumstances at the time of the alleged problem and would be in touch with PADEP to discuss and /or negotiate the fine. It was the unanimous consent of the Authority that M. Brown should proceed with discussions with PADEP to get to the bottom of the reason for the fine.

M. Brown briefly reviewed the need for each Authority member to execute the Township Code of Ethics for 2011 and the completion of Statements of Financial Interest.

Following a brief discussion on other items in the reports, D. Carlson 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.

2011 Operating Budget, 2011 Capital Budget

Following a brief discussion of the budgets presented at the December meeting, D. Carlson moved, seconded by H. Harper to adopt the budgets as presented for 2011. It was so moved.

Bid Awards/Contract Execution

D. Carlson moved, seconded by L. Schack, to issue Notice to Proceed Letters and to authorize the Chairman to execute the contracts for the Eaglepointe WWTF Equalization Tank Replacement. It was so moved.

D. Carlson moved, seconded by L. Schack, to issue a Notice to Proceed Letter and to authorize the Chairman to execute a contract for the Route 100 WWTF Control Room Odor Filtration System. It was so moved.

Open Session

No comments were offered.

The next meeting date was noted to be February 16, 2011 at 7:30 PM.

Adjournment

There being no further business to be brought before the Authority, B. Watts adjourned the meeting at 8:10 PM.

Respectfully submitted,

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