



MEETING MINUTES  
September 21, 2011

Approved

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

Call to Order

B. Watts, Chairman called the meeting to order at 7:30 PM.

Approval of Minutes

In that the Authority did not meet in August due to a lack of quorum, H. Harper moved, seconded by L. Schack to approve the minutes of the July 20, 2011 Authority meeting as submitted. It was so moved.

Approval of Payments

D. Carlson moved, seconded by H. Harper, to approve the payments for August 2011 as previously submitted. D. Carlson noted the bills for August 2011 were paid in accordance with the Authority protocol in the event a quorum for a meeting was not present. It was so moved. With respect to the September 2011 payments, M. Brown noted a "service charge" on the bill from Bob Fetters that was felt to be excessive. And, the Authority had not paid such a sizeable service charge from Mr. Fetters in the past. He recommended to the Authority that since D. Carlson had negotiated a reduced service charge on behalf of the Authority in the past that the Authority pay Fetters bill without the service charge and have D. Carlson once again speak to Mr. Fetters about negotiating the service charge. L. Schack moved, seconded by H. Harper to approve the payments including the bill from Bob Fetters as discussed and to authorize D. Carlson to negotiate the service charge with Mr. Fetters. It was so moved. D. Carlson moved, seconded by L. Schack to accept the Balance Sheet and Report of Revenue and Expenses for the month of August. 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. M. Brown gave an update on the Eaglepointe WWTF Equalization basin project noting it was operating well and the final paperwork was being assembled. He also noted the Odor Control System at the Route 100 WWTF was operating better than expected.

M. Brown also provided an update on the request for bill relief from the Lexus dealership. He noted that after review by the engineer, a \$6,431.02 credit seemed appropriate for the water that was used but not discharged to the sanitary sewer system. He recommended the credit be offered as a one time item, be provided as a credit to future billings not a cash refund and that a protocol be established by Lexus and approved by the Authority to deal with this in advance of future billings. D. Carlson moved, A. Tabasso seconded, to offer the credit to Lexus as outlined. It was so moved. M. Brown presented information on the infiltration/inflow (I/I) efforts in Lakeridge and noted that after

repeated attempts to contact the homeowner at 210 Ivystone to fix a badly leaking lateral, the Authority had received no response. M. Brown recommended getting the Solicitor involved to forward a letter to the homeowner putting them on notice that if the repairs were not undertaken the Authority would enter the property as was their right to repair the lateral, bill the homeowners and possibly lien the property. B. Watts recommended the letter be sent both first class mail and certified mail and that specific dates be included as to when the contact and repair needed to be undertaken. It was the unanimous consensus of the Authority that M. Brown was to proceed as recommended.

M. Brown noted the quarterly Joint Boards and Commissions meeting with the Board of Supervisors was scheduled for October 11<sup>th</sup> and that topics were to be to the Township by October 4<sup>th</sup>. He requested any topics the Authority felt to be important to review at this meeting be forwarded to him prior to that date. He offered that the engineer was soliciting quotes for the cleaning of the lagoon at the Marsh Harbour WWTF for Authority consideration and approval. He noted this project was approved under the Authority's 2011 Capital Improvement Program.

D. Carlson moved, seconded by H. Harper to accept the reports of Clean Water, Inc., ARRO Consulting, Inc. and the Authority Administrator as submitted. It was so moved.

#### Open Session

No public was in attendance and further comments offered.

Next meeting date: October 19, 2011, 7:30 PM

#### Adjournment

There being no further business to discuss the meeting was adjourned at 8:11 PM.

Respectfully submitted,

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