



MEETING MINUTES
July 17, 2013
7:30 PM

Approved with revisions in *italics*

In Attendance: A Tabasso, Chair, D. Carlson, Vice-Chair (by conference call), H. Harper, Member, B. Watts, Member, L. Schack, Member, M. Brown, Authority Administrator, P. Ruffini, ARRO.

Call to Order

The meeting was called to order at 7:34 PM.

Approval of Minutes

D. Carlson suggested two corrections to the minutes. H. Harper moved to approve the minutes of the June 19, 2013 meeting with the suggested corrections, L. Schack seconded. It was so moved.

Approval of Payments

After a few brief questions and a review of the payments questioned at the previous month's meeting, L. Schack motioned for approval of payments as listed, seconded by H. Harper. It was so moved.

H. Harper moved to approve the Balance Sheet and Revenue and Expenses Report as prepared in good faith by the Township Treasurer, seconded by L. Schack. It was so moved.

The Authority discussed the memorandum prepared by the Township Treasurer that was included in the packet relative to the Certificate of Deposit at First Resource Bank. D. Carlson moved to approve this investment, seconded by B. Watts. It was so moved. D. Carlson then discussed the investments at National Penn Bank, who handles the Authority operating accounts. The Board then discussed the proposal by PSDLAF presented at the May 2013 meeting. D. Carlson recommended *that the Authority consider investing \$250,000 with Penn Liberty Bank, another \$250,000 with National Penn Bank, and invest the balance with PSDLAF.* D. Carlson and H. Harper had been in close contact with the Township Manager and Township Treasurer regarding the proposed investments. H. Harper then moved to accept the recommendation of D. Carlson, seconded by L. Schack. It was so moved.

The Authority then discussed the 2012 auditor's recommendation on asset inventory and depreciation. M. Brown noted this was completed three years ago and was updated in the spring of 2013. He further stated it should be updated annually. The consensus of the Authority was that this is to be included as one of the annual duties of M. Brown as Authority Administrator.

Authority Administration Reports

M. Brown reported that in general all facilities were operating well, with no permit violations reported for the period.

M. Brown noted that the surveyors had completed the background work in the areas of Windsor Place, Eagle Manor and Heather Hills that were planned for expansion. He stated that plans were for one pump station, to be located on a vacant lot in Heather Hills, to handle the additional flow.

Regarding the Columbia Gas plan to acquire additional right-of-way within various disposal fields, M. Brown stated that no new information was received.

M. Brown then reviewed a proposal from Pickering Valley contractors for \$8,600 to provide a floating removal system in the lagoon at Marsh Harbour. M. Brown reviewed the project for cleaning the lagoon and noted the problems with no isolation valves present and the impact on cost. It was the consensus of the Board to move forward with the installation of the floating pump and withdrawal line. M. Brown further noted that the tapping fee for the sanitary sewer connection for Township Building had been received.

H. Harper moved to accept all reports as submitted, seconded by L. Schack. It was so moved.

Open Session

No members of the public were in attendance.

Adjournment

There being no further business to be brought before the Authority, B. Watts moved, seconded by D. Carlson to adjourn the meeting at 8:25 pm.

Respectfully submitted,

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