



MEETING MINUTES

January 15, 2014

7:30 PM

Approved

In Attendance: D. Carlson, Vice-Chair, H. Harper, Member, L. Schack, Member, M. Brown, Authority Administrator.

Call to Order

The meeting was called to order at 7:35 PM.

Reorganization

The Authority turned the meeting over to M. Brown to conduct the reorganization. M. Brown noted the memo in the Authority packet dated January 10th regarding the appointment of Chairman and Vice-Chairman. L. Schack moved to name D. Carlson as Chairman and H. Harper as Vice Chairman for 2014, seconded by D. Carlson. It was so moved. M. Brown returned the meeting to D. Carlson newly elected Chairman. The list of professionals recommended for 2014 were:

Authority Administrator – Matt Brown

Authority Solicitor – Christopher Frantz

Authority Engineer – ARRO Consulting, Inc.

Authority Operator – Clean Water, Inc.

H. Harper moved to appoint the professionals as listed, seconded by L. Schack. It was so moved.

Approval of Minutes

H. Harper moved to approve the minutes of the November 26, 2013 meeting as submitted; L. Schack seconded. It was so moved. L. Schack moved to approve the minutes of the December 31, 2013 meeting as submitted; H. Harper seconded. It was so moved.

Approval of Payments

After a few brief questions, H. Harper moved to approve the December, 2013 payments as listed, seconded by L. Schack. It was so moved. L. Schack moved to approve the January, 2014 payments as listed, seconded by H. Harper. It was so moved.

D. Carlson moved to approve the January 2014 Balance Sheet and Revenue and Expenses Report as prepared in good faith by the Township Treasurer, seconded by L. Schack. It was so moved.

Authority Administration Reports

M. Brown reported that in general all facilities were operating well, with no permit violations reported for the period. He briefly summarized the Clean Water, ARRO and Authority

Administrator's Reports for the Authority. After a brief discussion, D. Carlson moved to accept the reports as submitted, seconded by H. Harper. It was so moved.

The Board then directed M. Brown to speak with the solicitor handling the delinquent accounts to ascertain if there was anything more the Authority could be doing to reduce the number of delinquent accounts.

2014 Operating and Capital Budgets

M. Brown noted the proposed 2014 Operating and Capital Budgets were presented at the November Authority meeting for review. A brief discussion was then conducted regarding both budgets and it was noted that sewer rates were to be held with no increase for 2014. H. Harper moved to adopt the 2014 Operating Budget; seconded by L. Schack. It was so moved. L. Schack then moved to adopt the 2014 Capital Budget; seconded by H. Harper. It was so moved.

Open Session

No members of the public were in attendance.

Adjournment

The Authority discussed changing the meeting dates for 2014 to better facilitate a monthly quorum. M. Brown noted that the members had been polled previously and it appeared the fourth Tuesday of the month would suit better. It was decided that unless there was objection from the members not in attendance, the meeting for February and thereafter in 2014 would be held on the fourth Tuesday at 7:30 PM.

There being no further business to be brought before the Authority, H. Harper moved, seconded by L. Schack to adjourn the meeting at 8:15 pm.

Respectfully submitted,

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