



## MEETING MINUTES

August 28, 2018

7:30 PM

Approved

In Attendance: D. Carlson, Vice-Chairman (by telephone), H. Harper, Member, B. Watts, G. Matthew Brown, P.E., DEE, Authority Administrator and Katie Cirone, P.E., ARRO Consulting, Inc.

### Call to Order

In that the Chairman was not present and the Vice-Chair was participating by telephone, B. Watts was selected by consensus to chair the meeting. B. Watts then called the meeting to order at 7:30 PM.

### Approval of Minutes

M. Brown noted the minutes of the July meeting were not yet ready and could be approved at the September meeting.

### Approval of Payments

M. Brown noted an email received from Cary Vargo, Township Manager, regarding the truck purchases and the methodology that would be employed, in the future, for budgeting. The goal was to ensure future confusion would not occur regarding equipment purchases and the Authority would have the opportunity to review all prospective purchases at budget time. Following questions and a brief discussion regarding the purchase of a truck by the Township for Authority use, a motion was made by H. Harper to approve the payments for June 2018. D. Carlson seconded. It was so moved. Following questions and a brief discussion, D. Carlson made a motion to accept in good faith the Balance Sheet and Revenue and Expenses Reports as prepared by the Township Treasurer. H. Harper seconded the motion. It was so moved.

### Authority Administration Reports

M. Brown noted that all treatment facilities were operating well and within their permit requirements. He noted the four reports and asked if there were any questions related to them. Several questions and a brief discussion followed.

M. Brown noted the design was complete and permits had been received for the Lakeridge Wastewater Treatment Facility (WWTF) Sludge Tank Project. He requested

permission to advertise the project for bidding. H. Harper moved, D. Carlson seconded to approve the advertisement. It was so moved.

D. Carlson made a motion to approve the reports of the Authority Administrator. H. Harper seconded. It was so moved.

Open Session

No members of the public were present to comment.

**Next Meeting Date** - September 25, 2018 - 7:30 PM

W. Quinn noted the date and time of the next meeting of the Authority.

Adjournment

There being no further business to be brought before the Authority, H. Harper moved, seconded by D. Carlson to adjourn the meeting at 8:03 PM.

Respectfully submitted,

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