



## MEETING MINUTES

December 18, 2018

7:30 PM

Approved

*(with minor revisions in italics)*

In Attendance: W. Quinn, Chairman, D. Carlson, Vice Chairman, H. Harper, Member, G. Matthew Brown, P.E., DEE, Authority Administrator

### **Call to Order**

W. Quinn called the meeting to order at 7:30 PM.

### **Approval of Minutes**

Draft minutes of the October 23, 2018 meeting and the November 27, 2018 meeting were presented. D. Carlson made a motion to approve both as submitted; H. Harper seconded. It was so moved.

### **Approval of Payments**

Following questions and a brief discussion, a motion was made by D. Carlson to approve the payments. H. Harper seconded. It was so moved. Following 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.

### **Draft 2019 Operating and Capital Budgets – Presentation, Discussion**

M. Brown presented the draft 2019 Operating and Capital Budgets. He reviewed the forecasts and noted how the surplus created by the rate increase put in place in early 2018 would be sufficient to cover the projected debt service of the 2019 bond issue. Several questions and comments arose from the Board. M. Brown noted that he would request adoption of the budgets at the January 2019 meeting of the Authority. He also asked the Board to contact him with any questions, comments or concerns prior to the meeting.

### **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 provided the Board with an update on the upcoming bond issue.

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

**Open Session**

No public was in attendance.

**Next Meeting Date: January 15, 2019 - 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 8:37 PM.

Respectfully submitted,

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