

August 17, 2016
7:00 PM

The regular meeting of the Monroe Township Municipal Authority was called to order by Chairman Miller.

The Pledge of Allegiance was said.

ATTENDANCE

Kevin Miller, Chairman
Sue Sunday, Vice Chairperson
William Beck, Treasurer
Ronald Eckerd, Secretary
Harold Stoneberger, Asst. Sec/Treas.

Mark Bruening, Engineer
Karen Lowery, Recording Secretary

PUBLIC COMMENTS – None

MINUTES

On the motion of Ms. Sunday, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to approve the minutes of the July 20, 2016 regular meeting.

OPERATIONS REPORT

On the motion of Ms. Sunday, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to approve the Operations Reports for July.

FINANCIAL REPORT

On the motion of Mr. Stoneberger, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to approve the Financial Report.

Mr. Beck provided a Statement of Cash Flows. He stated that at the end of 2016 there should be approximately 1.5 million in the Southern funds. He added that the 2017 budget does include the proposed rate reduction, but doesn't include the debt payment, since that hasn't been decided on yet. He feels that we are on track for 2017.

Mr. Beck also provided a Comparison of Monthly Rates by Area Flow that he reviewed. Mr. Bruening has some comments on this, but will discuss under the Engineer's Report.

Mr. Eckerd also provided a Statement of Cash Flows for the Northern District. His report includes the proposed rate reduction and paying off the bond.

Mr. Eckerd also commented that the Engineering expenses for 2016 are getting close to the budgeted amount.

LIEN/DEBT REPORT

On the motion of Ms. Sunday, and seconded by Mr. Stoneberger, and by unanimous vote of the members it was duly RESOLVED to approve the Lien/Debt Report.

CAPACITY REPORT

On the motion of Mr. Beck, and seconded by Ms. Sunday, and by unanimous vote of the members it was duly RESOLVED to accept the Capacity Report.

SOLICITOR'S REPORT

Mr. Miller stated that Mr. Pykosh was not able to attend tonight's meeting, but he submitted a memo listing updates for outstanding sewer accounts.

On the motion of Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the members it was duly RESOLVED to accept the Solicitors Report.

ENGINEER'S REPORT

Mr. Bruening reviewed his Engineer's Report dated August 11, 2016.

Mr. Bruening referred back to Mr. Beck's Comparison of Monthly Rates by Area Flow handout. He stated that per Act 57 the EDU rate is 225 gallons per day. He then provided a handout calculating the quarterly treatment analysis with rates per quarter and daily.

Mr. Kuhl applauded the group for this work and looking at flows from all angles and how things can be improved.

Mr. Bruening also reviewed the draft Maintenance Schedule for the 5 Southern pump stations. It scheduled tasks are broken down by weekly, monthly, semi-annually, and annual inspections.

Mr. Miller asked if the weekly checklist is asking too much from a technician. Mr. Stoneberger said the inspections are very simple, he would just be concerned how close they are being checked. He asked if there is an opportunity to train a township employee to perform the weekly inspections, which could also save some money. Mr. Stoneberger feels that if there were issues the employee would know where to go to report issues. The monthly, semi-annually and annual inspections could be bid out. Ms. Sunday thought Mr. Stoneberger's suggestions made sense.

Mr. Miller asked how much training would be needed and how much time weekly would the inspections take. Mr. Bruening said the training would be easy and he would estimate it would take 1 hour at each pump station, equaling 5 hours per week.

Mr. Kuhl thought this would be reasonable to add to the road crew's duties if it is reading gauges and checking some things. He suggested the Authority make a recommendation of what they would like and Ms. Araiza could review the matter.

On a motion by Mr. Stoneberger, and seconded by Ms. Sunday, and by unanimous vote of the members, it was duly RESOLVED to recommend that Ms. Araiza check to see if the road crew would be available to perform the weekly pump station inspections.

On a motion by Mr. Stoneberger, and seconded by Mr. Miller, and by unanimous vote of the members, it was duly RESOLVED to move forward with obtaining prices for the monthly, semi-annual and annual inspections.

There was some discussion regarding other township's providing these services or an individual who has the proper licensing.

OLD BUSINESS

PUMP STATION PHONE LINES

On a motion by Mr. Eckerd, and seconded by Mr. Sunday, and by unanimous vote of the members, it was duly RESOLVED to table the pump station phone line discussion.

ASSET MANAGEMENT COMMITTEE

Ms. Sunday said they have finished cataloging and entering lateral data for the Valley section. She has starting making notations for missing plans. They have reviewed the CCTV and Electro scan information that is available to help with the process. Some homes built after 1997 aren't on the plans and addresses will need to be found for those properties. Soon they will be down to the pump station information. The volunteers have logged 350 hours.

2016 AND BEYOND NORTHERN AND SOUTHERN DISTRICT PLANS – PHASE 1

Mr. Miller said the biggest target area will be in the Southern District with I&I. He suggested holding a focus meeting to discuss I&I reduction and to map out the steps and future plans for the next 3 to 5 years.

Ms. Sunday said that there is a SMTMA employee who lives in Churchtown that is an I&I specialist and has offered some help. Mr. Kuhl added that a request has been made to them for personnel and equipment. The ball is in their court.

On the motion of Mr. Miller, and seconded by Mr. Eckerd, and by unanimous vote of the members it was duly RESOLVED to add a new item to the agenda to focus on Southern District I&I at the next meeting and then table the Northern District until sometime in the future.

2017 BUDGET DISCUSSION

Mr. Eckerd stated that the financing options being reviewed by the township may change some of the numbers. He asked if there will be a meeting with the Supervisors to discuss the budget suggestions or will a recommendation be made.

Mr. Kuhl said the potential financial advisory team is to have numbers together for the September 8th meeting to be able to review paying the debt and refinancing bonds.

Mr. Miller asked Mr. Beck to provide insight for the Southern District budget since he will not be able to attend the September Authority meeting. The Board will then be able to make a formal motion to make budget recommendations to the Supervisors for their October meeting.

On the motion of Mr. Miller, and seconded by Mr. Stoneberger, and by unanimous vote of the members it was duly RESOLVED to table the 2017 budget discussion until the September meeting.

NEW BUSINESS

KLINE'S PROPOSAL – SPRING AND SHUMAN PUMP STATIONS

Mr. Bruening stated that Kline's provided a quote of \$1,275.00 to clean the Spring and Shuman pump stations.

Mr. Stoneberger asked if there was a reason that a solid quote was not provided. Mr. Bruening said that the Board could notify them that any additional cost would need to be approved.

On the motion Ms. Sunday, and seconded by Mr. Stoneberger, and by unanimous vote of the members it was duly RESOLVED to approve Kline's proposal of \$1,275.00, and not to exceed this amount without obtaining approval first.

COMMENTS

Mr. Miller stated that the SMTMA offered to give a tour of the new facilities to the Authority as a group if they would like. Mr. Miller suggested checking to see if this would be possible to do before the next meeting on September 21st. The Board agreed and Mr. Miller will check into this.

ADJOURN

On the motion of Ms. Sunday, and seconded by Mr. Stoneberger, and by unanimous vote of the members it was duly RESOLVED to adjourn the meeting at 8:20 PM.

Respectfully Submitted,

Karen M. Lowery
Recording Secretary