



## MEETING MINUTES

July 26, 2022

7:30 PM

Approved

In attendance (via video conference): H. Harper, Member, B. Watts, Member, D. Carlson, Member, G. Matthew Brown, P.E., DEE, Authority Administrator and David Schlott, Jr., P.E., ARRO Consulting, Inc.

### **Call to Order**

In that the Chairman and Vice-Chairman were not in attendance; the consensus of the members was to have B. Watts chair the meeting. He called the meeting to order at 7:30 PM.

### **Approval of Minutes**

Draft minutes of the June 28, 2022, meeting were presented. H. Harper moved to approve the minutes as submitted. D. Carlson seconded. It was so moved.

### **Approval of Payments**

Following a brief discussion and questions, D. Carlson moved to approve the payments for July 2022. H. Harper seconded. It was so moved.

**Treasurer's Report** Following a brief discussion and questions D. Carlson made a motion to accept the balance sheet and the statement of revenue and expenses as submitted in good faith by the Township Treasurer. H. Harper seconded. It was so moved.

### **Authority Administration Reports**

M. Brown noted that all facilities were operating well and within permit.

M. Brown provided a monthly update on land available for disposal. He noted the developer looking to partner with the Authority for land procurement in West Vincent Township would be discussing their proposal to West Vincent Township at their August Board of Supervisor's meeting. M. Brown noted he planned to attend. He would continue to monitor the progress of the project.

M. Brown noted the Byers Road pay request provided in the packet and recommended approval. He noted there was still some minor punch list items and reconciliation with material quantities that need to be completed. H. Harper made a motion to approve the pay request as submitted. D. Carlson seconded. It was so moved.

M. Brown noted the existing main on Walter Court was immediately adjacent to #526 who is currently not connected to public sewer. The homeowner was requesting to be connected to the sanitary sewer. He recommended the Board approve the connection as sufficient capacity existed. H. Harper moved to approve the connection. D. Carlson seconded. It was so moved.

The Board discussed the annual Audit Report. Question arose as to whom with the Township or Authority were skilled enough to interpret the report. M. Brown noted that the report was reviewed by him and the Township Treasurer, stating both were knowledgeable but not experts. It was also noted the summary would call to attention any deficiencies in the practices if there were any. It was noted the update of the ARRO contract was mentioned in the report. D. Carlson noted that an updated contract by ARRO for the Administrator work was provided a year ago by M. Brown, whereas the Authority took no action. It was noted that M. Brown was now an employee of the Township. M. Brown noted this year the request was for the ARRO Engineering contract to be updated and suggested he contact ARRO to provide same but recommended it be done concurrent with year-end.

Following several additional questions and a brief discussion on the reports, H. Harper made a motion to accept the Authority Administrators Reports as submitted. D. Carlson seconded. It was so moved.

### **Open Session**

While a member of the public was present, no public comments were offered.

### **Next Meeting Date: August 23, 2022 - 7:30 PM**

B. Watts noted the date and time of the next meeting of the Authority. M. Brown noted that the meeting would be virtual.

### **Adjournment**

There being no further business to be brought before the Authority, H. Harper made a motion to adjourn the meeting at 8:01 PM. D. Carlson seconded. It was so moved.

Respectfully submitted,

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