

ROARING BROOK TOWNSHIP SEWER AUTHORITY

WEDNESDAY, JANUARY 09, 2013

Annual Re-organizational Meeting and Bi-Monthly Meeting

The reorganization meeting of the Roaring Brook Township Sewer Authority was held on Wednesday, January 09, 2013 at 7:00 PM at the Municipal Building on Blue Shutters Road. Present were Chairman Boam, Authority members Jeanne Gordon, Jean Warring, Carmon Flynn, and newly appointed member Jeffrey Hueter. Solicitor Al Weinschenk was absent.

RE-ORGANIZATION

- A **MOTION** by Gordon and seconded by Flynn **to appoint Gary Boam as Chairman to the Board for 2013.** Motion carried.
- A **MOTION** by Warring and seconded by Flynn **to appoint Jeanne Gordon as Treasurer for 2013.** Motion carried.
- A **MOTION** by Gordon and seconded by Flynn **to appoint Jean Warring as Secretary for 2013.** Motion carried.
- A **MOTION** by Flynn and was seconded by Warring **to appoint First National Community Bank of Dunmore as the sewer authority's banking institution for 2013.** Motion carried
- A **MOTION** by Flynn and was seconded by Warring **to appoint Quad Three Group as the Authority's engineers for the year 2013.** Motion carried.
- A **MOTION** by Flynn and seconded by Warring **to appoint Alfred Weinschenk of the firm of Oliver, Price and Rhodes as legal counsel to the Sewer Authority for the year 2013.** Motion carried.
- A **MOTION** by Gordon and seconded by Warring **to appoint Carmon Flynn as Vice Chairman of Board for 2013.** Motion carried.
- A **MOTION** by Warring was seconded by Flynn **to set the follow as meeting dates for the 2013 are February 27, May 1, July 10, September 11, and November 6, 2013** Motion carried.

PUBLIC COMMENT

None

MINUTES

- A **MOTION** by Gordon was seconded by Warring **to approve the minutes of the November 17, 2012 meeting.** Motion carried.

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TREASURER'S REPORT

- A **MOTION** by Flynn and seconded by Warring **to approve the Treasurer's Report of January 9, 2013.** Motion carried.

BUDGET 2013

- A **MOTION** by Warring was seconded by Flynn **to approve the 2013 Budget as presented.** Motion carried.

SOLICITOR

Solicitor Weinschenk was absent and no report was presented.

Board member Flynn wants to find out from Weinschenk if we can place a notice in the newspaper when we place liens on property.

ENGINEER' S REPORT

Mark Voyack sent the report of the smoke testing that was completed in November. Most of the properties that were listed as a problem need to have the cap replaced on the cleanout and a few need to have down sprouts removed from the drains and sanitary system.

- A **MOTION** by Flynn was seconded by Warring to send out letters to the owners of the properties that were cited in the report. The content of the letter to be reviewed by Voyack and Weinschenk, letters to be sent out March 1 and corrective action to be completed by June 1, 2013. Motion carried.
- A **MOTION** by Flynn and seconded by Warring outlining **to send a letter to Elmhurst Sewer Authority our corrective action plan.** Motion carried.

Properties will be reviewed after June 1st to make sure that the corrections were made.

The Board will send letters to Elmhurst and Spring Brook Sewer Authorities listing our meeting dates and officers. We will invite them to attend our meetings as well as asking them for their meeting dates so we can send a member of our Board.

ADJOURNMENT

- A **MOTION** by Flynn and seconded by Warring **to adjourn at 8:15 pm.** Motion carried.

Submitted by

Jean Warring
Secretary