

The MINUTES of the meeting of the DELAWARE TOWNSHIP MUNICIPAL UTILITIES AUTHORITY held on October 01, 2020 in the township Municipal Building.

“Adequate notice of this meeting has been provided, indicating the time and place of the meeting and the proposed agenda, which notice was posted, made available to newspapers, and filed with the Clerk of the Township of Delaware in accordance with Section 3(d) of Chapter 231 of the Public Laws of 1975.

Members present:

Chairman	John Sterbinsky	PRESENT
Vice chairman	Vacant	
Treasurer	Jim Matthews	PRESENT
Executive Secretary	Tim Drew	PRESENT
Member	Mario Russo	PRESENT
Alternate	Joe Vocke	ABSENT
First Alternate	Vacant	
Recording Secretary	Dianne Rankin	PRESENT

MR. DREW MOVED TO APPROVE THE MINUTES OF THE September 03, 2020 MEETING. Mr. Mathews seconded the motion. The minutes were approved.

The approval of the current Audit was tabled until the next meeting. Chairman Sterbinsky is awaiting a reply from the Auditor to resolve differences between our Quick Book records and the Audit.

Chairman Sterbinsky reviewed the Monthly Report from our engineer. The safety improvements are underway. Mike Schneider was present and was asked to provide an update on the progress of the projects. He will contact Chris Wilson, our licensed operator, to follow up for more specifications. He said the guard rail is completed.. Chairman Sterbinsky asked him to notify the Board after each project is completed.

Chairman Sterbinsky told the Board that after discussions with the engineer and John Martin, excavator, it was not advisable to put a post inside the plant boundary and the best solution to the stream erosion is the gabion wall as originally proposed and discussed. They decided a shorter wall would be just as effective and less costly. A large tree in the area will need to be taken down. NSU will be advised to begin the formal bid process and timeline for completion.

The Board discussed replacing the old storage shed at the sewer facility. Mike Schneider will handle the details of removing the old shed and finding a suitable replacement and better location. MR. MATHEWS MOVED TO APPROVE THE PURCHASE OF A SHED AT A COST NOT TO EXCEED \$3000. Mr. Russo seconded the motion. The motion was approved without dissent.

Further discussion for back up equipment for each facility was tabled. The intent of the Board is to generate a list of what should be kept in stock.

The \$5000 credit limit was granted the DTMUA by Coyne Chemical. This will be needed when chlorine totes are placed in use this spring and after the water plant building is altered as previously approved.

Stem Brothers submitted an estimate for the purchase and installation of a second 500 gallon propane tank at the water plant at a cost of \$2695. This will give us an emergency use for power of about one week. Stem Brothers also estimated for \$2495 we can purchase three (3), 120 gallon tanks at the sewer facility to replace the ones there owned and serviced by Amerigas. This would give us ownership of all the tanks and the opportunity to call any supplier when needed. MR. MATHEWS MOVED TO BUY THREE TANKS FROM STEM BROTHERS FOR \$2495. Mr. Drew seconded the motion. The purchase was approved. MR. DREW MOVED TO PURCHASE A SECOND 500 GALLON TANK FROM STEM BROTHERS FOR \$2695. Mr. Russo seconded the motion. The motion was approved. Mr. Mathews opposed. He said he felt we do not need a second tank there.

The township has agreed to plow the water and sewer plant driveways but only after they have completed plowing the township roads. Randy Whitney has been designated as the back up contractor in the event snow plowing is needed should the township be unable to do it.

Chairman Sterbinsky asked Mike Schneider to see if he can find a part time back up worker to substitute for Mike, Leon or Dwain if necessary.

Mike Schneider is painting the fire hydrants and reported that many of them are already completed. NSU will be testing all the fire hydrants in October and provide the Board with a full report when completed.

The Budget prepared by Chairman Sterbinsky was discussed by the Board. He noted there is no need for a rate increase. The Board agreed that this draft should be forwarded to the Auditor for preparation of our 2021 FY budget.

The Board reviewed the financial statements and the accounts receivable. Accounts with a 60 day balance due will be sent a letter. The reports showed that revenue is the same as last year and expenses are down by about \$30,000.

Chairman Sterbinsky drafted a letter to be sent to the users. He will write a final copy to be sent to the users as a separate mailing during the month. It discusses personnel and projects and noted that the Board has some vacancies. He requested volunteers contact the Board if interested.

MR. MATHEWS MOVED TO APPROVE PAYMENT OF \$27,507.95 IN BILLS AND PAYROLL. Mr. Drew seconded the motion. The bills were approved.

AT 9:00PM MR. MATHEWS MOVED TO ADJOURN THE MEETING. Mr. Drew seconded the motion. The meeting was adjourned.

Respectfully submitted,

Dianne Rankin