

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  
Doug Stouffer, Secretary  
Russ Ogle, Vice Chairman  
Sue Sunday, Treasurer

Michael Pykosh, Solicitor  
Mark Bruening, Engineer  
Karen Lowery, Recording Secretary

PUBLIC COMMENTS

None

MINUTES

**On the motion of Mr. Ogle, and seconded by Mr. Stouffer, and by unanimous vote of the members it was duly RESOLVED to approve the minutes of the October 15, 2014 regular meeting.**

OPERATIONS REPORT

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

FINANCIAL REPORT

**On the motion of Ms. Sunday, and seconded by Mr. Stouffer, and by unanimous vote of the members it was duly RESOLVED to approve the Financial Report.**

LIEN/DEBT REPORT

Mr. Pykosh reported that account 1390 has paid off the current lien and is in the process of a short sale.

**On the motion of Mr. Miller, and seconded by Mr. Ogle, and by unanimous vote of the members it was duly RESOLVED to approve the Lien/Debt Report.**

## CAPACITY REPORT

**On the motion of Mr. Miller, and seconded by Mr. Stouffer, and by unanimous vote of the members it was duly RESOLVED to accept the Capacity Report.**

## SOLICITOR'S REPORT

Mr. Pykosh reported that he is in the process of doing title searches and gathering information on properties that have liens. He has sent letter to the mortgage companies and received a few responses. In the next month or so he will present a list of the properties with liens and the information gathered and possibilities of what the next step should be.

## ENGINEER'S REPORT

Mr. Bruening reviewed the engineer report dated November 10, 2014.

Mr. Bruening reported that pump #2 at Leidigh pump station has been repaired. He just needs to install the gauge.

Mr. Miller asked if the Northern plant upgrade was complete. Mr. Bruening said he will check on it, but they should be very close to being done.

Mr. Stouffer asked if the laterals were going to be installed on Simmons Road this year. Mr. Bruening explained the contractor that was to do the work passed away, so they are looking for another contractor to do it for the same amount.

There was some discussion regarding the Leidigh pump station upgrade that is needed. Mr. Bruening is hoping to be out for bid by the end of January and then having the work done by August.

## OLD BUSINESS

### RULES AND REGULATIONS UPDATE

Mr. Miller asked if this was going to be effective beginning in January. Mr. Bruening said the Rules and Regulations are ready to go. He was waiting to see if Mr. Stoneberger had any input. He also mentioned that the Board of Supervisors agreed to the EDU change for in home businesses.

**On the motion of Mr. Miller, and seconded by Ms. Sunday, and by unanimous vote of the members it was duly RESOLVED to table the Rules and Regulations update.**

### ASSET MANAGEMENT PROPOSAL

Mr. Bruening gave a review of this from the July 10, 2014 letter he had provided.

There was a discussion by the Board regarding the benefits of tracking assets, equipment history and how we could proceed with this project. Russ Ogle, Suzanne Sunday and Sharon Nelson have offered to volunteer to help with this project.

On the motion of Ms. Sunday, and seconded by Mr. Ogle, and by unanimous vote of the members it was duly RESOLVED to make a recommendation to the Board of Supervisors to proceed with the Asset Management in the following steps: 1) Task 1 in 2015 – identify and organize volunteers, cost \$1,100; 2) Task 2 in 2016 – develop asset inventory framework, cost \$3,300; 3) Task 2A in 2017 – asset inventory data population, cost \$6,000.

WATER SHUT OFF PROTOCOL

Mr. Pykosh had provided last month a proposed protocol for the water shut off Ordinance. This shows the steps that will be taken, so it is very clear.

On the motion of Mr. Miller, and seconded by Mr. Stouffer, and by unanimous vote of the members it was duly RESOLVED to make a recommendation to the Board of Supervisors to move forward with the Water Shutoff Protocol for Delinquent Sewer Bills.

NEW BUSINESS

2015 MEETING DATES

On the motion of Mr. Miller, and seconded by Mr. Stouffer, and by unanimous vote of the members it was duly RESOLVED to approve the 2015 meeting dates as provided: January 21, February 18, March 18, April 15, May 20, June 17, July 15, August 19, September 16, October 21, November 18 and December 16, 2015.

ADJOURN

On the motion of Mr. Miller, and seconded by Mr. Ogle, and by unanimous vote of the members it was duly RESOLVED to adjourn the meeting at 7:50 PM.

Respectfully Submitted,

Karen M. Lowery  
Recording Secretary