

Towanda Municipal Authority

January 20, 2014

The January meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmeig, Charlotte Sullivan, Joel Christian, William Shaw, Ellen Lacek, Paul Sweitzer

ABSENT: None

OTHERS: Jim Pruyne, Solicitor, Kyle Lane, Manager, Fred Johnson, Supervisor, Eric Casanave, Engineer, Thomas Fairchild

Visitors: None

Visitors: None

Minutes:

The December minutes were approved on a motion made by Ms. Lacek and seconded by Ms. Sullivan, approved.

Bills:

No bills

Reorganization:

Michael Walsh – Chairman
Paul Sweitzer – Vice Chairman
Paul Dewitt – Secretary/Treasurer
Charlotte Sullivan – Asst. Secretary/Treasurer
James Pruyne – Legal Counsel

Legal compensation \$2,200.00 Secretary/Treasurer \$300.00

Motion made by Ms. Sullivan and seconded by Ms. Lacek, approved.

Sewer:

Mr. Johnson states he is working on Chapter 94 report.

New Water Source:

The Board entered executive session at 5:10 p.m., remained in executive session until 7:35 p.m.

Bulk Water:

Both the Borough and Chesapeake have obtained their permits for bulk water sales, we are hoping they will now start buying water from us again.

Audit:

Mr. Lane states that Mr. Thompsons audit will be in on the 29th of January.

Towanda Municipal Authority

January 20, 2014

Billing Issues

Board requested amount of what is past due. Mr. Lane stated there is a report but he did not know if it included Wysox it was about \$100,000.00 this only includes our customers.

Mr. Lane stated we are still having issues with our meters uploading, manual entries of readings is still being done.

Board agreed that we will no longer issue tenant billing.

Wysox Water

Wysox closed on their loan.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Ms. Lacek and seconded by Ms. Sullivan at 7:45 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

February 24, 2014

The February meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmeig, Charlotte Sullivan, Joel Christian, William Shaw, Paul Sweitzer

ABSENT: Ellen Lacek

OTHERS: Jim Pruyne, Solicitor, Kyle Lane, Manager, Fred Johnson, Supervisor, Eric Casanave, Engineer, Thomas Fairchild, Laurie McGuire, James Loewenstein

Visitors: None

Visitors: None

Minutes:

The January minutes were approved on a motion made by Mr. Sweitzer and seconded by Ms. Sullivan, approved.

Bills:

January bills were approved on a motion made by Mr. Sweitzer and seconded by Ms. Sullivan, approved

Sewer:

Mr. Johnson states he completed Chapter 94 report.

Mr. Lane addressed the "sewer smell" we are going to replace items to ensure that the smell is not coming from our plant.

New Water Source:

The Board entered executive session at 5:23 p.m., remained in executive session until 6:46 p.m.

Water:

New Albany request we adjust billing due to water leak, bill was double normal usage. Mr. Johnson states we should give them adjustment they are requesting. Mr. Sweitzer suggested New Albany be adjusted to what normal usage for the month would be. Motion made Ms. Sullivan and seconded by Mr. DeWitt, approved.

Chief Oil

Mr. Lane states Chief Oil has submitted a renewal for the lease of Satterly Run property, the spring, and lease the James Street well property, the offer is 1,500.00 an acre for 3 years with 15% royalties for \$239,205.00, Mr. Lane is requesting 20% royalties, Chief has not contacted Mr. Lane with the decision on the higher royalty rate.

Mr. Pruyne requested to review the lease.

Towanda Municipal Authority

February 24, 2014

Files

Mr. Lane is going to dispose of old files to include TMA files in that pertain to customer complaints, billing, and invoices. Mr. Lane insured the Board no pertinent information will be destroyed. He has a list of items that are going to be destroyed if the Board needs it.

Billing Issues

Ms. Stroud addressed a letter to the Board in reference to her landlord not giving her the billing. Mr. Walsh stated this is a landlord/tenant issue not the Boards' issue, all in agreement.

Ms. McGuire stated that we need to define the collection policy. Discussion in regards to current policy discussed with Mr. Pruyne.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer and seconded by Mr. Dewitt at 7:15 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority
March 2014 - No Meeting

Towanda Municipal Authority

April 21, 2014

The April meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmeig, Charlotte Sullivan, William Shaw, Paul Sweitzer, Ellen Lacek

ABSENT: Joel Christian

OTHERS: Jim Pruyne, Solicitor, Kyle Lane, Manager, Fred Johnson, Supervisor

Visitors: None

Visitors:

None

Minutes:

The February minutes were approved on a motion made by Mr. Sweitzer and seconded by Ms. Sullivan, approved.

Bills:

Discussion made on the way Caselle bill reports print, it contains all of the Boroughs bills and does not separate Water and Sewer.

February and March bills were approved on a motion made by Mr. Sweitzer and seconded by Ms. Sullivan, approved

Sewer:

Mr. Lane states the bark at the sewer plant was replaced and we have not had any issues since then with an odor issue. Mr. Lane stated that an air intake flange that was broken was replaced.

New Water Source:

The Board entered executive session at 5:40 p.m., remained in executive session until 5:54 p.m.

Mr. Lane states that the 3 wells on the Robert's property have been flood proofed. Mr. Sweitzer asked the depth of the wells Mr. Johnson stated they are 45' to 48' deep.

Mr. Lane states we are going to abandon the Nardone wells, the Hollenback and Welles' wells are already abandoned.

Mr. Lane states we are going to pursue a water treatment plant. Mr. Lane discussed the presentation at the PA Rural Conference at Penn State about the membrane filtration plant which is what we are looking at; the person who designed the Ulster Plant is who presented the presentation, maybe the Board would like to seek their assistance.

Water:

Mr. Lane states that Washington street water line will be replaced; we have had several water lines breaks in that area.

Our storage tanks are getting inspected. Mr. Johnson states we will not have to take our tanks out of service.

Towanda Municipal Authority

April 21, 2014

Budget

Mr. Lane states that our revenue is 20% with a quarter of the year reported. Bulk sales being low are one reason for the inconsistency. Sewer is at 20% as well, not sure why the revenue is down.

Septage is steady it is at 26% \$65,000.00 in revenue, a question was asked on competition, Mr. Johnson states maybe Athens when they are up and running, if they wish to continue their service.

Mr. Johnson states the rate we are charging is fair.

Chief Oil

Mr. Lane states we signed our three year extension with Chief and received our payment of \$261,000.00 which was placed in the Capitol Water Reserve.

Audit

Mr. Lane states an email was sent last week in reference to our audit, both M& T and Penn Vest are requesting our audit. An RFP has been drafted for audit services. We are currently two years behind in audits.

Billing

Mr. Lane discussed that late notices were sent out on March billing, something that has not been done in more than a year. We are in the process of establishing an aggressive collection procedure. We are doing late notices now, the balances that are more than \$1,000.00 we need to send to Jim Pruyne to do liens. Mr. Lane wants us to focus on the higher amounts that are due now to try to collect.

Mr. Johnson wants to see if there is anything that we can do in house which might expedite this procedure. Mr. Pruyne states he can compose a letter for liens that we can do in house; he will compose a letter and give it to us within two weeks.

Discussion was made on how we are currently bill one month behind – eventually we need to bill the same month of service.

Caselle utility billing is still not up and running it was supposed to be started this week, billing has to be sent out of our current system so billing will be late; Caselle utility billing should be up next month.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer and seconded by Mr. Dewitt at 6:15 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

May 19, 2014

The May meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:10 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmeig, Charlotte Sullivan, William Shaw, Paul Sweitzer, Ellen Lacek

ABSENT: Joel Christian

OTHERS: Jim Pruyne, Solicitor, Kyle Lane, Manager, Fred Johnson, Supervisor, Eric Cassanave, Stiffler McGraw

Visitors: None

Visitors:

None

Minutes:

The April minutes were approved on a motion made by Ms. Sullivan and seconded by Mr. Schmeig, approved.

Bills:

Mr. Lane explained a line item for Vicki Wells's retirement was removed from water/sewer bills. April bills were approved on a motion made by Mr. Sweitzer and seconded by Ms. Sullivan, approved

Sewer:

Mr. Lane states the chemicals we purchase and they are costly and do not really work, both he and Mr. Johnson agree that maybe we should just buy credits.

New Water Source:

The Board entered executive session at 5:12 p.m., remained in executive session until 5:30 p.m.

Mr. Cassanave stated we need to present to DEP and SRBC an idea of projected usage for the next 20 to 25 years. SRBC wants us to rate at maximum what we will need for usage, this needs to be established up front, we can always amend it in the future. Mr. Johnson is concerned they might change our consumption if we are not using what we projected; Mr. Cassanave stated that once we are permitted usage it should not change unless we need to renew or there is a change that would have SRBC review our usage. SRBC will not allow us to remove water for fracking so that cannot be in our projection. We need to take into consideration were our growth might be.

Mr. Cassanave states we need to start a plan on how much water we need, how many wells, what the size of the treatment plant will be, and be prepared for the next step.

Mr. Walsh states a motion needs made for Stiffler McGraw along with Mr. Johnson to come up with the projected needed capacity for the new water system and to present that to DEP and SRBC and start looking for grants to fund the project. Mr. Shaw made a motion, Mr. Sweitzer seconded, approved

Mr. Lane states we have approximately 3.6 million to fund this project.

Towanda Municipal Authority

May 19, 2014

Mr. Johnson stated he thought that putting the Church well on and closing well #2 would not have to involve DEP or SRBC, Mr. Cassanave states we need to verify if that is correct. Mr. Johnson states do we need to get the Church well up and running now. Mr. Cassanave states that it may be a year to a year and a half to get the well(s) up and running.

Mr. Dewitt asked what the timeline for this project to be completed from Stiffler McGraw, Mr. Cassanave states to give them at least 60 days.

Wysox:

The deadline to connect has come and passed. Mr. Cassanave states the one year inspection was completed at the end of April. Mr. Lane states the plaza will be a big customer when they are up. Mr. Johnson states that allowing the personal wells to remain in place is one of the problems with the water.

Billing

Mr. DeWitt asked if Mr. Pruyne composed the letter for liens, Mr. Pruyne stated the letter has been composed and he is not sure it was delivered. He will look into it and verify we receive it.

Mr. Johnson states our billing has been an issue and we cannot shut off service if our billing is one of the issues. Hopefully this will be corrected when the new computer system is up and running.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer and seconded by Mr. DeWitt at 6:25 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority
June 2014 - No Meeting

Towanda Municipal Authority
July 2014 - No Meeting

Towanda Municipal Authority

August 18, 2014

The August meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:00 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmeig, Charlotte Sullivan, William Shaw, Ellen Lacey

ABSENT: Joel Christian, Paul Sweitzer

OTHERS: Kyle Lane, Manager, Fred Johnson, Supervisor, Eric Cassanave, Stiffler McGraw, James Pruyne, Solicitor

Visitors: None

Visitors:

None

Minutes:

The June minutes were approved as amended on a motion made by Ms. Sullivan and seconded by Mr. Schmeig, approved.

Bills:

The June and July bills were approved on a motion made by Ms. Sullivan and seconded by Mr. Dewitt, approved

Bulk Water:

Mr. Lane request that the Authority allow him to lower the bulk water rate from \$16.00 to \$12.00 to be competitive with other vendors, and draw new business. A motion was made by Ms. Lacey seconded by Mr. Shaw to lower rate effective September 1st billing, approved.

Billing

Mr. Lane updated the Authority on the new billing system. We are hoping to go live within the next two billings.

Sewer:

Mr. Lane explained to the Authority that we have lost variable drive(s) during recent storms in the area this has occurred twice in the past year. We have been turning in this into our insurance company, but we need to find a solution to this issue. We are going to attempt to find and resolve the issue in house if they do not come up with a solution we will need to refer it to our engineering consultant.

New Water Source:

The Board entered into executive session at 5:30 p.m.

Regarding property acquisition, and proposed agreement with GTP.

A motion was made by Mr. Dewitt and seconded by Mr. Shaw to enter into negotiations in regards to the purchase of the North Towanda Methodist Church property, approved.

A motion was made by

Towanda Municipal Authority

August 18, 2014

The reports we have from 1997 along with the water supply reports for the last 10 years show our water demands have increased.

Wetlands have been found on James St property this may affect our treatment plant. This was a preliminary study and not a detailed analysis.

Mr. Johnson stated Ulster's plant does not take up much space and they still have room in their plant for expansion.

The Board entered executive session at 6:09 p.m., remained in executive session until 6:47 p.m.

Cell Tower:

Mr. Lane was approached to consider placing a cell tower on one of our properties. A motion was made by Ms. Sullivan to allow Mr. Lane to enter negotiations on a cell tower, seconded by Mr. Sweitzer, approved.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Ms. Sullivan and seconded by Mr. Sweitzer at 7:00 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

September 15, 2014

The September meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:05 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmeig, Charlotte Sullivan

ABSENT: Joel Christian, Paul Sweitzer, William Shaw, Ellen Lacey

OTHERS: Kyle Lane, Manager, Fred Johnson, Supervisor, Eric Cassanave, Stiffler McGraw, James Pruyne, Solicitor

Visitors: Richard Farley

Visitors:

Mr. Farley stated that he has an issue with our billing; he claims he has not received billing in over a year and some of the properties on the list provided to him are not even his. The Board asked Mr. Farley to provide us with the accounts that are not his, he stated he will do that. He also requests detailed billing on each of his accounts. Mr. Pruyne stated that we need to provide detailed billing to Mr. Farley and again sit down with him on each of his accounts. Mr. Lane is to gather the requested information and again speak with Mr. Farley.

Minutes:

The August minutes were approved as amended on a motion made by Ms. Sullivan and seconded by Mr. Schmeig, approved.

Bills:

The August bills were approved on a motion made by Mr. DeWitt and seconded by Ms. Sullivan, approved

Sewer:

Mr. Lane explained to the Authority that we are going through our NPBS permitting for the sewer plant; it is a five year permit. It involves a lot of testing; the testing derives our permit limitations. We will be using our lab for the required testing; Stiffler and McGraw are helping with the permit application as it is quite intensive. Mr. Lane states this will be put in a budget line item for next year due to the costs we will incur.

Billing

Mr. Lane updated the Authority on the new billing system. We have a go live date of November 7th. Since we will be initially doing a two month billing we are also going to waive late fees until January.

Mr. Lane discussed the lien requests and shut off notices that have been done this month. The lien requests were sent to Mr. Pruyne for processing and he will be sending out letters. We did receive payments on our shut off notices. We will also be sending a letter to each customer with the changes of our billing.

New Water Source:

The Board entered into executive session at 6:09 p.m. and remained in session until 7:00 p.m. Regarding property acquisition, and response to the agreement with GTP.

Towanda Municipal Authority

September 15, 2014

Water Tanks:

Our water tanks were recently inspected; they did request we purchase cathodic protection. They suggest this inspection be done every five years.

Cell Tower:

It was discussed in the June 16, 2014 meeting about Mr. Lane being approached by Verizon wireless, they have changed their thinking on location of the cell tower, they want it in Towanda proper to relieve the existing cell tower.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Ms. Sullivan and seconded by Mr. Schmeig at 7:12 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

October 20, 2014

The October meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:05 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmeig, Charlotte Sullivan, Paul Sweitzer, William Shaw

ABSENT: Joel Christian, Ellen Lacek

OTHERS: Kyle Lane, Manager, Fred Johnson, Supervisor, Eric Cassanave, Stiffler McGraw, James Pruyne, Solicitor

Visitors: None

Visitors:

None

Minutes:

The September minutes were approved on a motion made by Ms. Sullivan and seconded by Mr. Schmeig, approved.

Bills:

The September bills were approved on a motion made by Mr. Sweitzer and seconded by Ms. Sullivan, approved

New Water Source:

The Board entered into executive session at 5:10 p.m. and remained in session until 5:35 p.m.
Regarding the agreement with GTP.

Mr. Sweitzer made a motion to approve the cooperative agreement with GTP, Mr. Dewitt seconded, approved.

Mr. Sweitzer made a motion to the consent to enter a joint engagement agreement with K & L Gates, Atty., seconded by Mr. Shaw, approved.

Mr. Dewitt asked if there is a term to these agreements, Mr. Cassanave stated it will be approximately 3 ½ years to 4 years; there are provisions in the agreements to extend if we are waiting on a regulatory agency.

Mr. Pruyne suggested any questions regarding these agreements be forwarded to Mr. Lane.

Mr. Lane stated that DEP will be coming on Tuesday October 28th to meet with Mr. Cassanave, Mr. Pruyne, Mr. Johnson and he to look at the Robert's and Church properties.

Mr. Lane is looking at the funding for these projects; he wants the Board to be aware that we may need to increase our rates to be able to fund our future loan payments. He would like to see a gradual increase instead of waiting until we have the loan(s) and have to do a large increase.

Bulk Water:

Mr. Lane stated we have sold more water in the past two months than we did all year. We have had to limit the amount of water being taken due to lack of rain.

Towanda Municipal Authority

October 20, 2014

Budget:

Mr. Lane has started working on the Budget for 2015.

Audit:

Mr. Dewitt asked about our audit, Mr. Lane stated he has been told by Mr. Thompson that we should have all audits by December 1st.

Sewer:

Mr. Johnson stated he is still working on the NPBS permitting.

Mr. Johnson stated that Penn Dot called they are looking at lowering the road at the Route 6 & 220 bridge. The sewer system runs along the north side of Route 6 along that section. All indications at this time state that we will have to relocate our sewer line; Penn Dot stated they will share the cost but did not indicate to what extent. Mr. Johnson will work with Penn Dot to see how and what needs to be done.

Collections:

The list of delinquent accounts was reviewed and discussed; Mr. Pruyne stated he does not have his collection file with him at this time for the lien accounts to update us on those.

Pool Fill Credit:

Mr. Johnson asked the Board if we can eliminate the pool fill credits, Mr. Shaw made a motion to eliminate pool fill credits, Ms. Sullivan seconded, approved.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Shaw and seconded by Mr. Schmeig at 6:50 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

November 17, 2014

The November meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 5:05 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Richard Schmeig, Charlotte Sullivan, Paul Sweitzer, William Shaw, Joel Christian, Ellen Lacek

ABSENT: Paul Dewitt

OTHERS: Kyle Lane, Manager, Fred Johnson, Supervisor, James Pruyne, Solicitor

Visitors: None

Visitors:

None

Minutes:

The October minutes were approved as amended on a motion made by Ms. Sullivan and seconded by Mr. Sweitzer, approved.

Bills:

The October bills were approved on a motion made by Ms. Sullivan and seconded by Mr. Sweitzer, approved

New Water Source:

Mr. Lane informed the Board that Jim Casselbury, Eric Cassanave, Mr. Johnson and himself met with DEP they explained our new water source plan and were taken to the Church property and Robert's property.

The well heads will be underground to prevent surface water contamination.

All properties in the areas were posted in order to inform them we are looking at a public water source in their area and we would need to monitor their wells to see what impact if any in doing so.

Mr. Casselbury would like to have our wells drilled by January so testing can be done.

Sewer:

Mr. Lane indicated we need to do a resolution in order to give him authority to sign paperwork with Penn Dot and approving to pay 25% of the total construction cost to move our sewer line on the 220 Rte 6 intersections. The work will be done by Penn Dot. Ms. Lacek made a motion to approve the resolution, Mr. Schmeig seconded, approved.

Gateway Green Energy contacted Mr. Lane and Mr. Johnson about buying our affluent and augment with potable water. Gateway is considering a new power plant. Mr. Johnson and Mr. Lane will be going down to Williamsport to meet with SRBC to see if this would be an approved service to pursue further.

Budget:

Mr. Lane has been working on the Budget for 2015. We need \$90,000.00 for sewer; Mr. Lane suggests we might want to charge a base charge for sewer as we do for water.

Billing System:

Towanda Municipal Authority

November 17, 2014

Mr. Lane explained that we will have our Dallas Data reps here again tomorrow to work on conversion into the new computer system. Mr. Lane explained we were put behind due to a virus that attacked the server.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer and seconded by Ms. Lacek at 6:05 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary

Towanda Municipal Authority

December 19, 2014

The November meeting of the Towanda Municipal Authority was called to order by Mr. Walsh at 12:05 p.m.

PRESENT: Michael Walsh, Paul DeWitt, Charlotte Sullivan, Paul Sweitzer, Ellen Lacek, William Shaw

ABSENT: Richard Schmeig, Joel Christian

OTHERS: Kyle Lane, Manager; Fred Johnson, Supervisor; James Pruyne, Solicitor; Eric Casanave, Stiffler McGraw; Mr. Lowenstein, Daily Review

Visitors:

Visitors:

None

Minutes:

The November minutes were approved as amended on a motion made by Mr. Sweitzer and seconded by Ms. Lacek, approved.

Bills:

The November bills were approved on a motion made by Mr. Sweitzer and seconded by Mr. Shaw, approved.

New Water Source:

Mr. Lane informed the Board that the subdivision plan was given to the County and will be on their January 20th meeting. Jim Casselbury is working on his pre-drilling plan, and Stiffler McGraw is doing the environmental survey. Mr. Lane informed the Board that all studies will be done in unison for both the Church and Roberts's properties but the Church property will go online first. Mr. Lane anticipates the wells drilled by March and start pump testing by June.

Mr. Lane sat down with Mr. Angerson with USDA and due to our water rates we will probably not qualify for a grant they do have 3% loans, they suggest we apply for a loan and hold our monies for any unforeseen issues.

Mr. Lane states we also might want to consider putting a tank in North Towanda now that we are doing the new water source.

Sewer:

Mr. Lane indicated the approval letter was received by Penn Dot our estimated cost is approximately \$9,675.00 they will put the contract out for bid in March with anticipated start of the project in May.

Mr. Lane and Mr. Johnson met with DEP in regards to Gateway Green Energy request to purchase our affluent; DEP did not have a problem with this. Gateway would contact SRBC for their permission. Mr. Johnson stated that Gateway indicated they would treat our affluent they are returning by our standards.

Stiffler McGraw:

Mr. Sweitzer made a motion to retain Stiffler McGraw as our engineer, Mr. Shaw seconded, approved.

Budget:

Towanda Municipal Authority

December 19, 2014

Mr. Lane has worked on the Budget for 2015, fund 25 was added which is for the new water source, the new base charge is \$7.62 from \$5.08 for the 5/8" meter, water is \$4.25 from \$4.03, and sewer is \$9.74 from \$9.28. Expenses are the same as last year.

Mr. Sweitzer made a motion to approve the budget, Ms. Lacek seconded, approved.

Billing System:

Mr. Lane said the new system is now live, there are still demographic changes to do and we are now up to date with our usage we are billing just one month behind.

Adjournment

As there was nothing further to discuss, a motion to adjourn was made by Mr. Sweitzer and seconded by Ms. Lacek at 12:55 p.m.

Respectfully Submitted,
April Maynard
Recording Secretary