

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY
MINUTES OF JANUARY 9, 2018 MEETING**

A Re-Organization & Regular Meeting of the Lower Perkiomen Valley Regional Sewer Authority was held on January 9, 2017, commencing at 10:00 AM at the Administration Building, Oaks, PA, with the following members present:

Terrie Stagliano	Peter MacFarland	Robert Fieo
Richard Kratz	Barbara McGinnis	Stewart Strauss

Also present: Michael McGann, Manager Robert Brant, Solicitor
William Dingman, Engineer

I. CALL TO ORDER Terrie Stagliano called the meeting to order at 10:00 AM.

II. REORGANIZATION – Robert Brant asked for nominations of the following officers:

Chairman – Robert Fieo **moved** to nominate Terrie Stagliano as Chairman of the Authority, Stewart Strauss **seconded** the motion and it was **unanimously approved**.

Vice Chairman – Robert Fieo **moved** to nominate Peter MacFarland as Vice Chairman of the Authority, Stewart Strauss **seconded** the motion and it was **unanimously approved**.

Treasurer – Robert Fieo **moved** to nominate Robert Fieo as Treasurer of the Authority, Stewart Strauss **seconded** the motion and it was **unanimously approved**.

Assistant Treasurer – Robert Fieo **moved** to nominate Barbara McGinnis as Assistant Treasurer of the Authority, Stewart Strauss **seconded** the motion and it was **unanimously approved**.

Secretary – Robert Fieo **moved** to nominate Richard Kratz as Secretary of the Authority, Stewart Strauss **seconded** the motion and it was **unanimously approved**.

Assistant Secretary – Robert Fieo **moved** to nominate Stewart Strauss as Assistant Secretary of the Authority, Stewart Strauss **seconded** the motion and it was **unanimously approved**.

Appointment of Professional Staff

Terrie Stagliano **moved** to appoint Robert L. Brant & Associates as Authority Solicitor, Gilmore & Associates as Authority Engineer and Maillie, LP as Auditor. Robert Fieo **seconded** the motion and it was **unanimously approved**.

Primary Depository

Terrie Stagliano **moved** to have Bryn Mawr Trust serve as the primary depository with authorized signers to be the Chairman, Treasurer, Assistant Treasurer and Manager. Robert Fieo **seconded** the motion and it was **unanimously approved**.

Right to Know Officer

Terrie Stagliano **moved** to appoint Michael McGann, Authority Manager, as the Right to Know Officer. Robert Fieo **seconded** the motion and it was **unanimously approved**.

III. MINUTES

Robert Fieo **moved** to approve the minutes as presented for the Regular Meeting held December 14, 2017. Stewart Strauss **seconded** the motion and it was **approved 5-0**. Barbara McGinnis abstained from the vote as she did not attend the December meeting.

IV. EXECUTIVE SESSION – None

V. PUBLIC COMMENTS – None

VI. MANAGER’S REPORT – Michael McGann

Capacity Rights Agreements – 14 EDUs

Stewart Strauss **moved** to approve the Capacity Rights Agreements as follows:

Gentile, Mille Road, Skippack TWP – 1 EDU

SEI Global Services, Upper Providence TWP – 13 EDUs

Richard Kratz **seconded** the motion and it was **unanimously approved**.

Capacity Rights Transfer Agreement – None

Capacity Rights Return – None

Chapter 94 Consistency Letters – None

Bryn Mawr Trust ACH and Wire Transactions

Michael McGann informed the Authority members with procedures for approving ACH payments and wire transfers. The current procedure is for the manager to have a single user authorization to perform these transactions but the Authority could change to require multiple authorizations to perform these transactions. The Board decided to maintain a single authorization for the manager.

Purchase Authorization

Robert Fieo **moved** to authorize the purchase of five Rodney Hunt stainless steel slide gates from Edwin Elliot & Company in the total amount of \$28,897.00. Stewart Strauss **seconded** the motion and it was **unanimously approved**.

Finance Reports

Robert Fieo **moved** to accept the Finance Reports for December 2017. Richard Kratz **seconded** the motion and it was **unanimously approved**.

VII. CHIEF OF OPERATIONS & MAINTENANCE REPORT – Tom DiMarzio

Submitted a written report and offered to answer any questions.

VIII. TREASURER’S REPORT – Robert Fieo

Stewart Strauss **moved** to approve the payment of bills in the total amount of \$89,113.34. Terrie Stagliano **seconded** the motion and it was **unanimously approved**.

Stewart Strauss **moved** to ratify payments for utilities and insurances in the amount of \$75,826.57. Richard Kratz **seconded** the motion and it was **unanimously approved**.

IX. AUTHORITY ENGINEER’S REPORT – William Dingman

Bill Dingman submitted a written report and provided an update on the Middle Interceptor.

X. SOLICITOR’S REPORT – Robert Brant

Bob Brant submitted a written report and offered to answer any questions.

XI. UNFINISHED BUSINESS –

XII. NEW BUSINESS –

XIII. ADJOURNMENT

The meeting was adjourned at 10:35 AM.

Respectfully submitted,

Richard Kratz, Secretary