

Mt. Pleasant Twp. Municipal Authority

Meeting Minutes (APPROVED)

July 1, 2015 7:00 PM

Mt. Pleasant Twp. Meeting Room

Call Meeting to Order with the Pledge of Allegiance @ 7:02 PM

Present: PB, GY, EB, JE, JS, JD, John Mowry (KLH)

In attendance: Larry Chome (ZO)

Secretary's Report:

1. Comments on the agenda: None
2. Review Minutes from meetings of June 3, 2015: No changes
GY motioned to accept Secretary's Report; JS seconded; all in favor – Motion carried.

Correspondence:

1. Washington Financial
 - a. May 31, 2015 Monthly Checking Statement
2. KLH
 - a. \$200.00 Invoice - Monthly Retainer
 - b. \$23.00 Invoice – Act 537 - Southview
 - c. \$87,500.00 Invoice - Design and Permitting Services
 - d. Copy of June 8, 2015 Letter to Mary Ann Stevenson, Manager, Mt. Pleasant Twp. requesting a copy of the approved Act 537 Plan be made available at the Mt. Pleasant Township Bld. For public review for the 30 day required public review.
3. YC&L - Invoice \$400.00 March Retainer
4. Conway E&S Inc. on behalf of Essex Insurance Co. – June 16, 2015 Notice of the possibility that the policy # 3DS-7875 may not be renewed at the same terms, conditions, premium or rates as are currently written. Request to contact Agent to discuss any changes in our operation.
5. Crown Castle – June 10, 2015 request to complete Land Owner Survey
6. Observer Reporter – Proof of Ad and Affidavit of Proof of Publication for public Notice Ad #1491712 Act 537 Plan 30 Day Notice.
7. Comcast Business – Solicitations (4)

Treasurer's Report:

1. Approve bills to be paid
 - a. GY presented Treasurer's report and bills
 - b. GE noted that upon review, Crown Castle's payments are current.
 - c. GY presented Houston Associates' Independent Audit report and the associated legal notice.
 - i. No discrepancies were noted in the report.
 - ii. The legal notice was signed by JD as Secretary
 - iii. PB to submit to Washington Observer for public notice advertisement
2. GY Motioned to transfer \$87,500.00 from savings to checking; JS seconded; all in favor – Motion carried
3. GY Motioned to pay the KLH invoice of \$23.00; JD seconded; all in favor – Motion carried
4. JE Motioned to accept Treasurer's report; PB seconded; all in favor – Motion carried

Solicitor's Report: Nothing to report

1. EB reviewed the Crown Castle questionnaire and stated that there is no requirement to respond.

Engineer's Report: Presented by John Mowry (KLH)

1. Act 537 Update
 - a. Mt. Pleasant Twp. approved the Plan at their Sept. 24 meeting
 - b. Cecil Twp. approved the Plan at their June 1 meeting
 - c. The Plan has been advertised for the mandated 30 day period
 - i. JD to scan the proof of advertisement and send to KLH for their records
 - d. The Plan has been submitted to the DEP for approval
2. Westland, Southview, and Hickory Projects – Design
 - a. Continuing on the final design and profiles
 - b. Documents have been prepared as required to solicit proposals for geotechnical and wetland delineation
 - c. Preliminary schedule has been developed for public meetings:
 - i. General information Meeting – Sept. 3, 2015
 - ii. Hickory area Rights-of-Way Mailed - Sept. 3, 2015
 - iii. Hickory area Rights-of-Way Meeting - Sept. 30, 2015
 - iv. Westland area Rights-of-Way Mailed - Sept. 14, 2015
 - v. Westland area Rights-of-Way Meeting - Oct. 7, 2015
 - vi. Southview area Rights-of-Way Mailed - Oct. 19, 2015
 - vii. Southview area Rights-of-Way Meeting - Nov. 4, 2015
 - viii. PB to inquire of availability of Fire Hall for meetings and finalize the dates.
3. GY motioned to accept Engineers Report; JS seconded; all in favor – Motion carried

Zoning Officer's Report: Presented by Larry Chome

1. LS provided an updated 2015 Permit Register
2. LS submitted a letter to the MAB with discussion items concerning
 - a. Mandatory connections
 - b. Abandoning on lot systems and inspections
 - c. Escrow payments required for on lot systems
 - d. Review of Chapter 162 – Sewer Ordinances
3. PB noted that these items would all have to be addressed within the Twp. Ordinances and suggested that they should be referred to the BOS for action.

Citizen's Comments: None

Sub-Committee Reports: No sub-committees

Old Business:

1. Act 537
 - a. Discussed in the Engineer's report

New Business:

1. Conway E&S - Notice of Insurance Renewal
 - a. Awaiting proposal
2. Crown Castle – Property Owner Questionnaire
 - a. Discussed in Solicitor's report

Next meeting: August 5, 2015

Adjourn: @ 7:50pm PB motioned to adjourn; JE seconded; all in favor – Motion carried