

Meeting Minutes

Aug 14, 2018

1. **Call meeting to order and flag salute.** Call meeting to order and flag salute. This is a regularly scheduled Meeting of the Board of Commissioners of Water District No. 1, Stillwater Township. Tonight, Aug 14, 2018 meeting convened at 7:30 p.m. and the flag salute was recited.

2. **Statement of compliance with the Open Public Meeting Act.** This meeting was held in compliance with the Open Public Meeting Act. Regular meetings are held the second Tuesday of each month, 7:30 p.m., Stillwater Municipal Building, Stillwater, New Jersey.

3. **Roll call.** The meeting was called to order by the president, Jack Choma. Commissioners present:

x	Jack Choma President	x	Wendy Fabian Treasurer	x	Tom Williver Commissioner	-	Commissioner
x	Tony Salerno Vice President	x	MaryAnne Choma Recording Secretary				x = present ab = absent

Michael Cohrs - Water Compliance Specialist

Tom Perry – bookkeeper

Sean Casey - General Manager

4. **Minutes approved from the previous meeting.** Following a review of the minutes. A motion was made by Tony Salerno with a second by Tom Williver to accept the minutes. Motion carried. Minutes approved from the previous meeting.

5. **Public Discussion:**

- There was no public input

6. **Correspondence (mail / email):**

- state DEP regarding CCR report and certification.
 - notice on noncompliance letter
 - Jack emailed copies of both and we are no longer non-compliant
- CP Engineers Architecture and Life Sciences 35 Sparta Ave, Sparta
 - a letter explaining any water purveyor with more than 500 service connections to demonstrate and report upon sound fundamentals in planning, operation, maintenance, and reinvestment of its water system to assure safe and reliable water supply to its customers.
 - The board agreed that this correspondence is a solicitation

Water District No. 1
Township of Stillwater, County of Sussex
P.O. Box 71
Stillwater, NJ 07875

Billing No. (973) 579-1679

Emergency No. (973) 579-7740

- Letter from United State Bankruptcy Court
 - Notice of proposed abandonment of customer with the date of the court hearing
 - Jack spoke w Bookkeeper regarding this letter and also with our legal aid Robert Morgenstern. We are not sure how we get paid for water usage delinquency account accrued.
 - Discussion followed

- DEP Compliance Evaluation & Assistance Inspection
 - compliant

8. Systems Report:

Average Daily Gallons Pumped
Entire System

Month	2012	2013	2014	2015	2016	2017	2018
January	109,351	130,829	108,238	118,988	131,387	118,279	88,709
February	120,855	125,580	96,581	128,205	135,496	115,477	77,226
March	140,061	121,166	89,789	125,658	117,966	73,120	47,783
April	111,648	105,645	93,766	137,369	119,981	65,230	48,835
May	120,742	124,781	87,796	148,402	120,929	52,002	66,598
June	130,260	119,812	129,324	135,413	143,929	50,651	81,732
July	99,390	116,652	122,594	145,025	127,713	51,971	55,140
August	105,088	87,341	132,501	145,482	123,529	49,372	
September	155,436	112,096	117,021	136,116	125,213	48,916	

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October	104,259	101,484	110,731	127,733	129,387	51,228	
November	118,287	92,587	115,906	132,542	103,307	65,587	
December	125,083	110,136	121,843	128,933	124,206	81,356	

	Control Building	Edgewood Dr.	Greco	South Shore Dr.	Vail Dr.	Grand Total
Current Month	677,382	890,500	36,960	64,300	40,200	1,709,342
Last Month	1,220,277	1,099,800	33,200	61,125	37,580	2,451,982
Prior Month	1,000,344	962,600	22,970	47,330	33,320	2,064,564

9. Treasurer's Report

- We have 106,000 in capital and 103,000 on operational.
- Fabian will be continuing to acquire bill payments
- Generation of Treasurer's report - Generate balance sheet, profit, and loss, budget versus actual, aging, and bank statements
- Motion made to approve reports as confirmed by Wendy and second by Tony.

10. Old Business:

- List of shutoff for Aug 20 comes from Tom P. and going to Jack & Sean.
- Sharron Reiners, Tom Perry's employee, is now helping Sean do data entry on Beacon meters. It is tedious. Sharron can do Beacon training over the phone
- Tom Williver will move to oversee the Beacon Meter system.

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11. New Business:

- The national organization for a rural organization. They are an NGO who helps utilities find access to funding and materials. Here to learn where we are to see how he can help us. He will meet with USDA.
 - 5.6 billion dollars are now available. It is a good time to borrow. It is also a good time to try and get a high percent grant to a loan.
 - Michael Cohrs inquired to size, location, and treatment in place.
 - He inquired about our dept
 - 50,000 a year for 4 or 5 more years (about 250,000 left)
 - Gross alpha loan also which is interest-free
 - We still have approximately mile of galvanized pipe left to change.
 - Some of our wells are dormant right now because we cannot operate them.
 - A new filtration system to remove the manganese is what we need.
 - We are interested in monies we need paperwork to show we will repay.
 - Median household income? (the lower the better)
 - A TMF assessment is needed, basically a spreadsheet.
 - Board training is available
 - Rural Water Association / AWWA
 - The biggest piece will be what is the scope of the work.
 - Identify the issues with each well and identify different options to resolve.
- Voucher question – purpose discussed. Cohrs advised that voucher protocol is not a priority

Motion to adjourn: There being no further business, a motion to adjourn was made by Tony with a second by Wendy. Motion carried.