

ONTELAUNEE TOWNSHIP MUNICIPAL AUTHORITY

MINUTES

January 7, 2016

The workshop meeting was called to order at 10:35am by the Chairman, Michael Schwenk.

Executive Session: N/A

In addition to the Vice Chairman Romao Carrasco, member Richard Reilly, member Melvin Bailey, member William Klein were in attendance. Chairman Michael Schwenk was absent.

Visitor(s): N/A

Resolutions: N/A

Correspondence:

A note was received from Willow Creek Veterinary Hospital. The note stated that they had misplaced their invoice which resulted in a late payment. A late fee in the amount of \$15.00 was placed on the account. They are asking for the late fee to be waived.

Motions:

A motion was made by Richard Reilly stating that the late fee shall remain on the Willow Creek Animal Hospital Account. The sewer fees are a set amount and are due by the 5th of each month. William Klein seconded the motion. The motion carried 4-0.

Misc:

The Budget was reviewed and discussed. RAWA will be increasing their rates which will have a major impact on the water revenue. The water rates need to be adjusted accordingly. An option of reducing the quarterly usage amount from 8,000 gallons to 6,000 gallons will be calculated and reviewed at the February meeting.

Approval of Minutes: N/A

Solicitor's Report: N/A

Inspector's Report: N/A

Engineer/Operator Report: N/A

Plumber's Report: N/A

Expenditure's

- A motion was made by Romao Carrasco to approve the payables in the amount of \$3,332.77 for January 7, 2016. Richard Reilly seconded the motion. The motion was carried 4-0.

Adjournment

- A motion was made by William Klein to adjourn the workshop meeting at 1:41pm. Melvin Bailey seconded the motion. The motion was carried 4-0.

Minutes submitted by: Kelly A. Burdick