

**Washington Township Municipal Authority
Business Meeting Minutes
June 1, 2021**

1. Business from the Floor
2. Agenda
3. Minutes of May 18, 2021
4. Capital Budget
5. Miscellaneous
6. Adjourn to Executive Session – Personnel Matters
7. Return to Regular Session
8. Adjourn

Washington Township Municipal Authority
Business Meeting Minutes
June 1, 2021

The meeting was held both in-person in the Public Meeting Room, and remotely by Zoom.

Chairman D. McCarney opened the Meeting in the Public Meeting Room at 7:15 PM. Others present in person were Board members D. Parks, A. Geesaman, S. McCleaf, D. McLaughlin, as well as Manager S. McFarland.

The Manager explained that he had set up the Zoom Meeting and would be recording through it, but no one had contacted him to connect and there was no one in the 'waiting' room for the meeting.

Agenda

The Agenda was approved as presented on a D. McLaughlin, S. McCleaf motion (5-0).

Minutes of May 18, 2021

The Board reviewed and approved the Minutes of the May 18, 2021 meeting on an S. McCleaf, D. McLaughlin motion (5-0).

Capital Budget - 2021

The Manager explained that he had re-allocated the available funds throughout the Water and Wastewater budgets. He reviewed the funds available from Tapping fees and excess revenue from 2020, and the target amounts for various anticipated upcoming projects. He explained that the budget looks a little different this year, citing the fact that the Authority is already 6 months through the Capital year, and explaining that as items arise, they would be allocated on a case by case basis from available funds.

He also noted that the newly purchased sewer camera was delivered and did not work during initial set-up. He explained the company had taken the camera back and he would be requesting an extension of the warrantee to 18 months from the standard 1 year. The Board agreed.

The Manager explained that there were not many significant purchases planned for the rest of the year, noting that he may request the purchase of a new vehicle to provide enough trucks for the staff. He noted that due to COVID, the Water Department was using a vehicle from the office and that office staff were juggling vehicles. He also noted that there was some work that needs to be done to the grit chamber at the headworks of the Wastewater Treatment Plant that he would probably capitalize.

A. Geesaman inquired about the bar screen and the Manager replied that the necessary part had been received, installed and the unit was back up and running.

The Board reviewed and approved that Capital budget as presented on an A. Geesaman, S. McCleaf motion (5-0).

Miscellaneous

The Manager had no items for Miscellaneous. D. McLaughlin indicated he may have to attend the next meeting remotely.

S. McCleaf inquired about a conversation he had with A. Cordell about some roadways. The Manager explained that they will be inspecting them, potentially using the new camera, and that he would follow up with A. Cordell.

The Manager informed the Board that he has contacted a Contractor regarding installing glass in the lobby of the front office and received a price. He informed them he was contacting another vendor and briefly described what he wanted to have done and explained that his goal was to open the lobby back up to the public by June 1st, but acknowledged that his timetable was ambitious.

Adjourn to Executive Session

The Board moved to Executive Session at 7:29 on an S. McCleaf, D. McLaughlin motion (5-0) to discuss Personnel Matters and to perform the Manager's annual evaluation.

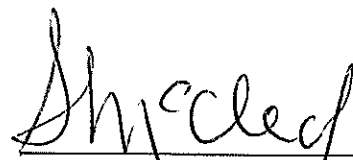
Reconvene

The WTMA Board returned to Regular Session at 7:50 PM after completing the Manager's annual evaluation.

Adjourn

The Board adjourned at 7:51 PM on an S. McCleaf, A. Geesaman motion (5-0)

Sean McFarland, Manager, respectfully prepared these Minutes, and submitted them on this 15th day of June, 2021.


S. McCleaf, Secretary/Treasurer