

LEMON TOWNSHIP TUNKHANNOCK TOWNSHIP  
JOINT MUNICIPAL SEWER AUTHORITY

May 2nd, 2024  
Meeting Minutes

Officers & others present: Vice Chairman John Keefe, Ed Hetzel, Dave Smith, Samantha Hoover, Doug Smith, consultant, Bill Lawrence, Steve Rowe, LDG, Rebecca Kilmer, secretary

Public Sign-in sheet on file

Vice Chair Keefe opened tonight's meeting with the pledge to the Flag.

Keefe asked for public comments and/or questions from the floor

- B. Locker thanked the Board for completing the grinder pump work and restoring her driveway as designated in the Marina Drive easement;
- S. Kingston inquired about the date that her yard would be restored by Harger as agreed. Steve & the Board indicated Harger will be back to make a few restorations when the weather permits. Steve will get back to the Board after talking with Harger for an estimated date.
- Hetzel mentioned that J. Russell has a bush that was killed when the line was installed by HUC, homeowner is requesting it to be replaced, pictures are included and emailed to Steve to share with Harger.

Following a brief review of previous meeting minutes, Hoover motioned to approve April minutes for both meetings April 4<sup>th</sup> and 22<sup>nd</sup>, Smith seconded, the motion carried.

The Board reviewed bank account reports. Smith motioned to approve both PSBT General account & PS Banking Construction account, Hoover seconded, approved by all.

A list of invoices was provided to the Board for approval to pay. Smith motioned to pay all listed invoices for a total of \$47,878.58, Keefe seconded, approved by all.

Steve with LDG began his report with his discussion with DEP regarding change orders with little success; He gave the Board possible solutions to the Hydrogen Sulfide issue at the Plant & he reported the response from Milnes regarding issues at the Plant.

Doug handed out and reviewed a printed email response from HUC regarding properties that still have restoration concerns.

Steve presented LDG Amendment #15 for Board consideration. Hetzel motioned to approve LDG Amendment #15, Hoover seconded, the motion carried.

Kilmer provided the Board with 3 sets of account receivables. The first was an account of all customers with 58 non-connected EDUs indicated with a NC on the report. The second account report was customers with unpaid connection fees and the third report was monthly overdue customers. Following discussion on this matter, Smith motioned to send a letter reminding customers that connection to our public sewer system is mandatory and regardless of connection all residents will be billed monthly beginning June 1<sup>st</sup>, 2024. Keefe seconded and the motion carried. Kilmer & Doug had drafted a letter to be sent to unconnected customers which the Board reviewed. Hoover suggested modifications to the letter and Bill will review and approve the final version to be mailed out. Smith motioned to revise Kilmer's draft letter, Hoover seconded, the motion carried.

Two quotes were provided to the Board for the Authority's 2023 audit. Decision was tabled. Smith motioned for Bill to review Engagement letters from MMQ and Hallock Shannon, Hoover seconded, all approved.

Smith motioned to adjourn at 7:35 PM, Hetzel seconded, all approved.

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Rebecca G. Kilmer, secretary

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Date