

Silver Lake Township Municipal Authority

February 27, 2018

Board Members Present: Paul Adams, Julie Perlick, Dale Tifft and Carl Speicher. Also present: Bernadette Kanna and Michael Hester

Paul Adams called the meeting to order at 7:17 pm.

No Executive session was held.

No changes were made to the Agenda.

No Business from the Floor.

The Minutes from the January meeting were reviewed and approved on a motion made by Carl Speicher and seconded by Dale Tifft, all approved.

Julie Perlick reviewed correspondence received. A notice of a price update was received from Quickbooks. The price will increase to \$50. A new price list was also received from Amrex.

Carl Speicher gave the Report of Treasurer. Financial reports were reviewed. Income was up approximately double the amount from last year, however, an increase was also noted from last year on the cost of repairs. The remaining elements needed to complete the grant were reviewed and Carl will submit the grant tomorrow then mail a hard copy of the proposal as requested.

The audit has not yet been completed, but Piaker and Lyons has been in touch with Carl Speicher about where they are in the process. Carl Speicher made a motion to use Piaker and Lyons to be our auditor for this year. Julie Perlick seconded, all approved.

There was no report from the Coordinator.

Bernadette Kanna gave Report of Customer Service. She has continued to work on past due accounts and continued to make contact with some past due customers. Grant work was also performed. Bernadette Kanna is also working on writing a protocol for when repair calls come in. Discussion was held to more clearly define job duties for each role and to ensure that when a call comes in, the loop is closed and everyone knows that a repair has been completed. Additionally, protocol for coverage for people who will not be available will be established.

Operator Report was given by Michael Hester. The DMRs are electronically submitted. He has been working on the blowers at the Laurel Lake facility along with other repairs that are needed after winter damage.

As no new business was presented, Dale Tifft made a motion to adjourn the meeting at 8:33 pm, Julie Perlick seconded, all approved.