

Silver Lake Township Municipal Authority
August 26, 2024

Board Members present: Paul Adams, Dale Tifft, and Julie Perlick. Carl Speicher was present via phone for discussion related to the audit. Also present, Bernadette Kanna, Robyn Walter, Michael Hester

The meeting was called to order by Paul Adams at 7:27 pm.

No changes to the agenda. No business from the floor.

Julie Perlick gave the Report of the Secretary- Correspondence received: The Operator's report from August; Notice from the Center for Rural PA on research to complete a PA Wastewater Treatment Solids Beneficial Use/Disposal Survey; The sewage Inspection Report from DEP noting no issues; Updates from the PA DCED; Notice for a Water Infrastructure and Cyber Security Workshop.

Paul Adams made a motion to approve the July 2024 minutes. Julie Perlick seconded. Approved.

Unfinished business- Grant: Milnes Engineering had submitted a proposal to write the bid specs and assist with advertising and subsequent steps to proceed with the work from the grant. Dale Tifft made the motion to accept Milnes proposal for the cost of \$16,750. Julie Perlick seconded. Approved.

A draft of the audit from Piaker and Lyons was received. Carl Speicher stated that he reviewed it. It had been discussed by the members of the Finance Committee. Carl Speicher said that the recommendation from the Finance Committee is to approve the draft. Dale Tifft made a motion to approve the draft audit, Julie Perlick seconded. Approved.

The Finance Committee reported that they met and discussed the draft audit. Julie Perlick made a motion to approve the payment of the bills. Dale Tifft seconded. All approved.

Report of the Coordinator – None submitted.

Robyn Walter gave the Report of Customer Service – Mrs. Walter stated that she has been to the bank and will get set up with her name on the accounts. She has completed the Quickbooks training and has the computer set up. There is a charge for use of Adobe and the Board approved that charge. Robyn said that she has been working with customers with no issues to report. The credit card has been activated by Carl Speicher and he will get it to Mrs. Walter. There is a little more training and transition to be done, but Mrs. Kanna reports that Robyn has learned quickly and the Board made a good choice for her replacement. Mrs. Walter thanked Mrs. Kanna for providing such good training.

The Board had discussed electronically an increase in Mrs. Kanna's pay to \$25/hour as Customer Service Trainer. This was ratified with a motion by Julie Perlick and seconded by Dale Tifft. Approved.

Chairman Paul Adams thanked Bernadette Kanna for her years of invaluable service to the Board.

Operator Report – submitted electronically

New Business - none

As there was no further business a motion was made by Julie Perlick to adjourn. It was seconded by Dale Tifft. Approved. Paul Adams adjourned the meeting.