**New Buffalo Borough Meeting Minutes**

**October 13, 2014**

**Call to Order**

President Dan Balthaser called the meeting of the New Buffalo Borough Council to order at: 7:00p.m. on October 12, 2014, in the New Buffalo United Methodist Church.

**Roll Call**

Present were council members: Dan Balthaser, Kim Balthaser and Michelle Shutt.

The following persons were also present: Janice Crouse, Glenda Lowe, Michael Lowe.

**Reading of last Month’s Minutes**

A misspelled name was found in the minutes. Upon motion of Michelle Shutt, seconded by Kim Balthaser, the September minutes were approved as corrected. All in favor, none opposed.

**Comments from Visitors**

Glenda Lowe reported that her restaurant business is currently not operational due to health reasons. She has paid the final bill for the dumpster that was removed from the premises. She will continue to pay the monthly sewer fees at the current EDU rate. The property is currently up for sale.

**Correspondence**

None

**Borough Treasurer’s Report**

Upon motion of Michelle Shutt, seconded by Kim Balthaser, the October 2014 Treasurer Report was approved as presented. All in favor, none opposed.

**Sewer Treasurer’s Report**

Upon motion of Kim Balthaser, seconded by Michelle Shutt, the October 2014 Treasurer Report was approved as presented. All in favor, none opposed.

**UNFINISHED BUSINESS**

**Sewage/Sewage Authority Report**

Adam Pavusik was unable to attend meeting.

Gentlemen from DEP have set up a microscope and a centrifuge machine to measure solids. Mark Nevin sent an email with preliminary thoughts and information / forms for Adam to review. Lost one of the pumps that did not have a relay on it. System has been working better but requiring Adam to work more hours to use the procedures that the DEP has recommended and setup equipment for. The recommended instruments to purchase would cost as follows: the centrifuge is around $1400 and a microscope could cost about $200 used.

One of the six customers responded with payment of their delinquent accounts as a result of the letters from Atty. Shatto. He will pursue placing leins on the property of the other 5 customers who have still not paid their sewer bill.

Gus Mavroupolous property will be up for sheriff sale October 26.

**PCCOG**

The attendance at the past few meeting has not been enough to constitute a quorum; therefore no business can be conducted at the meetings. A letter was sent out to all entities members of PCCOG urging participation at the November meeting to avoid the association being dissolved.

**Beautification Committee**

Nothing to Report.

**Street Committee**

Nothing to report.

**Refuse Coordinator**

Nothing to report.

**Playground**

Nothing to report.

**Ordinance Violations**

Ordinance #01-2011 – Tabled (new construction, revised set back boundaries, etc..)

The majority of those issued letters in violation of Ordinances 66 and 79/94 has addressed/resolved the violations for which they were cited. The remaining few will be monitored for compliance.

**Rental**

Upon inspection by Adam Pavusik the rental property was found to be in good condition after the tenants vacated in mid-September. The security deposit will be refunded in full. Adam will be removing the vegetation that is growing in the property’s rain gutters. New tenants have signed a lease for the property at 168 Trail Road effective 10/1/14. The security deposit from the new tenants has been received.

**Watts Township**

Nothing to report.

**Fire Tax**

Announcement of the Fire Tax must be published in a local newspaper one time 7 days prior to the Council enacting the tax. Upon motion of Michelle Shutt, seconded by Karen Balthaser the .50 mil Fire Tax announcement to be advertised in the local newspaper was approved. All in favor, none opposed.

**Borough Bills**

Upon motion of Michelle Shutt, seconded by Kim Balthaser, all in favor, none opposed, the bill list was approved for payment.

**Sewer Bills**

Upon motion of Kim Balthaser, seconded by Michelle Shutt, all in favor, none opposed, the Sewer bill list was approved for payment.

**GOOD of the ORDER/ANNOUNCEMENTS**

Halloween (Trick or Treat) will be observed in the Borough on October 31 from 6:00-7:00pm. Michelle Shutt won’t be able to attend the next meeting. Time to work on the 2015 Budget.

**ADJOURN**

Upon motion of Michelle Shutt, seconded by Kim Balthaser, all in favor, none opposed, council adjourned at 7:55 p.m.

Respectfully submitted by Judy Parrish

Secretary/Treasurer