**New Buffalo Borough Meeting Minutes**

**May 12, 2014**

**Call to Order**

President Dan Balthaser called the meeting of the New Buffalo Borough Council to order at: 7:00p.m. on May 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, Dale Peterson, and Phyllis Krieger.

**Reading of last Month’s Minutes**

Upon motion of Michelle Shutt, seconded by Kim Balthaser, the minutes were approved as corrected. All in favor, none opposed.

**Comments From Visitors**

Phyllis Krieger presented her report of the 2013 financial records. She needs proof of receipt of the contribution to the New Buffalo Fire Company and proof of the treasurer bond. Upon receipt of these items she can submit the Audit and have it published in the newspaper.

**Correspondence**

HA Thompson information of the Online Resource Library available at www.PIRMA.org

Request from Ralph Rudy for copy of the income and expenses for the sewer plant for 2013, and 2014 year to date.

**Borough Treasurer’s Report**

Upon motion of Michelle Shutt, seconded by Kim Balthaser, none opposed, the May 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, none opposed, the May 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.

He provided a written report for the past month:

 - Struggled with high solids throughout the month. The lift station was pumped by Kliens. The sludge tank was pumped by Walters. Chlorine contact tank pumped out twice (once by Adam and once by Stan of Skelly and Loy) due to the solids.

 - DEP visited upon Dan Balthaser’s request, 5 representatives showed up and spent the afternoon looking over the plant. They concurred the system is labor intensive and high maintenance. They gave multiple suggestions to improve process and save on operational cost.

Most suggestions required a large cash output. (ex: change from 1 phase to 3 phase could cut electric in half and extend pump lives but a huge undertaking at approx. cost of $80,000). Suggested hanging nylon string in tanks to collect fibers resulting in a reduction of Adam’s maintenance time. Watts Township standing on Act 537 will be looked into to determine the possibility of their accessing to the New Buffalo Plant which would mean increased revenue but the actuality of the situation would take a while to manifest.

 - Overload relay assemblies were purchase to install on the contactors to shut off pumps in a high amperage condition to prevent burning them up. Several were installed however many wiring changes were required.

 - Dates this month sudden changes in system noticed: 4/9/14 and 4/22/14

 - Adam found a place to rent confined space entry equipment as opposed to purchasing it.

**PCCOG**

Nothing to report.

**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, etc..)

**Rental**

Nothing new to report. Rents continue to be paid on time.

**Watts Township**

Nothing to report.

**Borough Bills**

Upon motion of Michelle Shutt, seconded by Kim Balthaser, all in favor, none opposed, the Borough 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**

Michelle Shutt will be unable to attend the July and November Council meetings as scheduled.

Dan Balthaser emailed to council members for review a draft letter regarding sewer plant operation costs/issues and ordinance violations to be sent to Borough property owners/residents.

**ADJOURN**

Upon motion of Kim Balthaser, seconded by Michelle Shutt, all in favor, none opposed, council adjourned at 8:07 p.m.

Respectfully submitted by Judy Parrish

Secretary/Treasurer