

**Fairview Township Water Authority – District 3
Board Meeting Minutes
March 21, 2018**

The Fairview Township Water Authority Board Meeting was held on Wednesday, March 21, 2018 at 7:00 p.m. in the Fairview Township Sewer and Water Authority Building.

Members Present: Bryan Griswold - Chairman
 Melanie Lion – Treasurer
 David Wright - Secretary
 Sharon Knoll – Asst. Treasurer/Secretary
 Robert Stallbaum
 Tom Gido

Others Present: Mark Corey, Authority Engineer
 Dan Miller, - Authority Solicitor
 Charles Giewont, Manager
 Pete Kraus, Township Supervisor
 Mark Genusso – Township Supervisor

Visitors: Pete Jones – Muni-Link

APPROVAL OF MINUTES

Motion was made by Robert Stallbaum and seconded by Sharon Knoll to accept the minutes of the Water Authority of February 21, 2018. All were in favor.

PUBLIC COMMENT: NONE

NEW BUSINESS

A. Muni Link Software

Pete Jones from Muni Link described their sewer and water billing system software for the Board. The current system that the Authority is using will not be supported in two years by Diversified, the current company the Authority is using to provide maintenance on the existing system. They also have a web page that is customizable to the user's preference. The billing system is cloud based and can be accessed from any computer, there is no need for a main server. There would be access to the site at different levels for those who would be using it. Everything would be located in one area.

Customer could view their history, pay by several different methods and report problems through the web site.

B. Well Levels

The water table is continuing to recover. The water table level is two feet lower at this time than it was in 2017.

C. Production Reports

Production from January to February is down by 1,100,000 gallons. up by about 900,000 gallons. February's production is up about 530,000 gallons from the same time in February 2017.

D. Down Town Main Replacement

Bids for the main replacement in down town Fairview will be opened and read on April 12, 2018.

E. Part Time Office Help

The Manager and Administrative assistant have requested the Board to consider the hiring of a part time office person.

Prior to adjournment, an Executive meeting to discuss a personnel issue was called by the Chairman at 8:55 p.m. The regular meeting was reconvened at 9:10 p.m.

Motion was made by David Wright and seconded by Melanie Lion to have the Manager secure applicants for the part time help in the office. All were in favor.

FINANCIAL REVIEW

A. Expenditures

A list of expenditures for February 2018 was provided to the Board.

Motion was made by Dan Heher and seconded by Melanie Lion to pay the listed expenditures from the water fund. All were in favor.

B. Treasurer's Report and Trust Account Balances

Treasurer's Report and Trust Account information were provided to the Board for February 2018.

ACTION ITEMS: None

UNFINISHED BUSINESS

A. Safety and Security

April Training – Bug bites

Supervisors Comment: None

OTHER BUSINESS

Meeting Notice for April 18, 2018

The next regular meeting will be held on Wednesday, April 18, 2018 at 2:00 p.m.

ADJOURNMENT

There being no further business to come before the Board, a motion was made by Dan Heher seconded by Melanie Lion to adjourn the meeting at 9:10 p.m. All were in favor.

Respectfully Submitted,
Charles T. Giewont, Jr.
Charles Giewont
Manager