

POLLUTION CONTROL FINANCING AUTHORITY
OF WARREN COUNTY

MINUTES OF REGULAR MONTHLY MEETING
November 28, 2012

Chairman Mach called the regular monthly meeting of the Pollution Control Financing Authority of Warren County to order at approximately 2:00 PM.

Authority Members present: Richard Mach, Todd Yanoff, Holly Mackey, Robert Davenport, and Everett Chamberlain.

ROLL CALL:	Mr. Yanoff	-	Present
	Mrs. Mackey	-	Present
	Mr. Davenport	-	Present
	Mr. Chamberlain	-	Present
	Mr. Mach	-	Present

Also present: James Williams, Director of Operations; Pete Houck, Chief Financial Officer; Brian Tipton, General Counsel; Jamie Banghart, Recording Secretary; Joan Pluto, Administrative Supervisor.

Pledge of Allegiance / Introductory Statement

MINUTES

The minutes of the regular meeting of October 26, 2012 and the minutes of the Executive Session meeting of October 26, 2012 were presented for approval.

Mr. Chamberlain moved for acceptance of the minutes as presented, seconded by **Mrs. Mackey**.

ROLL CALL:	Mr. Yanoff	-	Yes
	Mrs. Mackey	-	Yes
	Mr. Davenport	-	Yes
	Mr. Chamberlain	-	Yes
	Mr. Mach	-	Yes

CORRESPONDENCE

A letter dated October 16, 2012 from the Township of Oxford regarding the semi-annual clean-up fees. The Township of Oxford requested to have their clean-up fees waived.

Mr. Chamberlain motioned for the fees to be waived, seconded by **Mrs. Mackey**.

ROLL CALL: Mr. Yanoff - Yes
 Mrs. Mackey - Yes
 Mr. Davenport - Yes
 Mr. Chamberlain - Yes

 Mr. Mach - Yes

PUBLIC COMMENTS (AGENDA ITEMS ONLY)

None

PRESENTATIONS

None

FACILITIES/RECYCLING

Mr. Williams stated that the treatment plant operations are running smoothly with our facility. No issues with our plant.

Landfill Operations are running smooth. There was a slight increase in the tonnage due to Hurricane Sandy.

All permits were received from White Township for the H2S Removal System construction. The excavation has been completed for the footings. The iron work is being installed. They are on track with no issues thus far.

Mr. Williams reported on the update of the Solar Panel Project. All the panels are in place and the wiring is completed. The final connection will be done once they get the ok from JCP&L and PJM.

FINANCE/PERSONNEL

Mr. Houck stated that the financials are on target.

Mr. Davenport made a motion to approve the Resolution To Pay Bills (R-11-01-12) [\$681,677.79], seconded by **Mr. Yanoff**.

ROLL CALL: Mr. Yanoff - Yes
 Mrs. Mackey - Yes
 Mr. Davenport - Yes
 Mr. Chamberlain - Yes
 Mr. Mach - Yes

Mr. Houck stated we have the approval to adopt the 2013 Budget.

Mr. Chamberlain made a motion to approve the Resolution to Adopt the 2013 Budget (R-11-02-12), seconded by **Mr. Mach**.

ROLL CALL: Mr. Yanoff - Yes
 Mrs. Mackey - Yes
 Mr. Davenport - Yes
 Mr. Chamberlain - Yes
 Mr. Mach - Yes

The Draft Copy of the Revised PCFAWC By-Laws were presented. Minor changes will be made on the By-Laws and they will be presented at the next meeting for adoption.

NEW BUSINESS

None

GENERAL COUNSEL'S REPORT

Mr. Tipton stated that there will be a need for executive session to discuss contractual matters and personnel matters with respect to the organizational chart.

OTHER BUSINESS

Mr. Williams asked for approval from the Board to purchase gift baskets and turkeys for the entire staff for Christmas.

Mr. Mach motioned to approve the purchase a gift basket and a turkey for each employee, seconded by **Mrs. Mackey**.

ROLL CALL: Mr. Yanoff - Yes
 Mrs. Mackey - Yes
 Mr. Davenport - Yes
 Mr. Chamberlain - Yes
 Mr. Mach - Yes

CLOSING PUBLIC COMMENT

None

PRESS COMMENTS & QUESTIONS

None

EXECUTIVE SESSION

Mr. Chamberlain motioned to enter into Executive Session to discuss Contractual Matters and Personnel, seconded by *Mr. Davenport*. Commencing at 2:32 pm.

ROLL CALL: Mr. Yanoff - Yes
 Mrs. Mackey - Yes
 Mr. Davenport - Yes
 Mr. Chamberlain - Yes
 Mr. Mach - Yes

Mr. Yanoff excused himself from Executive Session at approximately 3:15 pm.

Mr. Chamberlain motioned to come out of Executive Session, seconded by *Mrs. Mackey*.

ROLL CALL: Mr. Yanoff - Absent (left at approximately 3:15 pm)
 Mrs. Mackey - Yes
 Mr. Davenport - Yes
 Mr. Chamberlain - Yes
 Mr. Mach - Yes

Regular session resumed at 3:25 pm. No formal action was taken regarding Executive Session discussions.

Mr. Chamberlain made a motion that we change the meeting time on December 19, 2012 from 2:00 pm to 9:00 am, seconded by *Mrs. Mackey*.

ROLL CALL: Mr. Yanoff - Absent (left at approximately 3:15 pm)
 Mrs. Mackey - Yes
 Mr. Davenport - Yes
 Mr. Chamberlain - Yes
 Mr. Mach - Yes

ADJOURNMENT

With no other business to discuss, *Mr. Chamberlain* motioned to Adjourn, seconded by *Mrs. Mackey*, at 3:35 pm.

ROLL CALL: Mr. Yanoff - Absent (left at approximately 3:15 pm)
 Mrs. Mackey - Yes
 Mr. Davenport - Yes
 Mr. Chamberlain - Yes
 Mr. Mach - Yes

Respectfully submitted by:

Recording Secretary

Approved: 12/19/12