

LOCKPORT TOWNSHIP WATER BOARD MEETING

April 4, 2017

Purpose of the meeting: Regular meeting of the Lockport Township Water Board.

Members Present:

David Cooper, Chairman
Wayne Timm, Board Member
Paul Miller, Board Member
Mark Major, Lockport Township Rep
Pat Burke, McLellan and Strohm, Accountant
Rhonda Wright, Secretary

Members Absent:

Lorrie Witt and Scott King

Call to order:

The March 7, 2017 meeting was called to order by Chairman David Cooper at 7:03 p.m.

Agenda Approval:

Paul Miller a motion to approve the agenda as submitted. Mark Major seconded the motion. All in favor, motion passed.

Meeting Minutes:

Mark Major made a motion to accept the 3/7/2017 meeting minutes as written. Paul Miller seconded the motion. All in favor, motion passed.

Accountant's report:

- A. Accounts Receivable: Gail Thiele has requested approval to pay their current water bill before May 3, 2017, without a shut off notice issued but she agreed to pay late fee. Their account has never been delinquent nor have they paid late. Mark Major proposed not to assess the late fee but to not send a shut off notice. All favor, motion passed. Richard Bonfoey has requested a credit refund be issued for a rental property. He travels out of state during the winter and since the property was not rented at the time, he paid the bill ahead. The property is now rented and he would like the credit refunded to him instead of the current tenant receiving credit on their bill. 2-1 to not refund the credit amount. (Wayne Timm was not yet in attendance)
- B. Accounts Payable: Pat Burke stated the monthly bills are the normal bills and are in the amount of \$5,230.94. Paul Miller made a motion to pay the bills in the amount of \$5,230.94. Mark Major seconded the motion. All in favor, motion passed. Paul Miller requested a cost amount on the operation report. Pat indicated this is included in the financial report, however she will add to the operation report. Year to date water pumped but not billed is 12.95%.
- C. Financial Statements: Pat Burke presented the financial statements.

Total Assets:	\$7,186,921.54
Total Liabilities:	\$110,399.09
Fund Balance:	\$7,06,522.45
Monthly Expenses:	\$5,230.94

Pat Burke will have next year's budget at the next meeting.
- D. The total system operation hours were 136.50.
- E. Miss Dig has a new system.
- F. Correspondence received was the usual related business materials.

System Operator's report:

- A. Scott King has checked the pumps daily, flushed the end hydrants, checked the generators on a weekly basis, and submitted DEQ report. He will have report findings at the next meeting. Scott King provided 7 hours' time to Miss Dig orders.

Old Business:

- A. The system hook up procedures will be presented at next month's meeting.
- B. Roberts Excavating has been approved as a contractor

New Business:

A.

Visitor's comments:

There were no comments.

Adjournment:

Wayne Timm made a motion to adjourn the meeting at 8:07 p.m. Paul Miller seconded the motion. All in favor, motion passed.

Respectfully Submitted,

Rhonda Wright
Secretary

Minutes Approved