

JACKSON TOWNSHIP SEWER AUTHORITY

MEETING MINUTES

JANUARY 19, 2023

CALL TO ORDER:

Chairman Snyder called the meeting to order at 6:00 P.M. and led in the pledge to the Flag. In attendance were Authority members Steve Hudgins, and John McDonald, and Joyce Sheridan. Authority Engineer Colin Cash, Plant Superintendent, Matt Bollinger, Treasurer, Sally Bushey and Administrator, Flo Ford. Board Member Geoffrey Woolfson was absent. There was one person in the audience.

PUBLIC COMMENT:

There was none.

REORGANNIZATION:

Chairman Snyder asked for motions for the following officer positions. A motion of Hudgins/McDonald was made to retain the current officers (see below) of 2022 year passed; motion carried 4-0.

- Chairman: Scott Snyder
- Vice-Chairman: John McDonald
- Secretary: Joyce Sheridan
- Treasurer: Geoffrey Woolfson

APPROVAL OF MINUTES:

The minutes of the November 17, 2022 meeting were approved on a motion of McDonald/Sheridan; motion carried 4-0. There was no meeting in December 2022.

ACCEPTANCE OF FINANCIAL REPORT:

The November and December Financial Reports was accepted, and authorization was made to pay all due bills on the motion of McDonald/Sheridan, motion carried 4-0.

OLD BUSINESS: There was none scheduled.

NEW BUSINESS: There was none.

OTHER BUSINESS: There was none scheduled.

A. Plant Superintendent's Report: There were no questions on the Plant Superintendent's Report. Matt highlighted the progress on the sewer manhole lining project for the manholes along Little Creek Road.

B. Engineer's Report: Colin reviewed his report for December. There were no questions asked.

C. Solicitor's Report. None Scheduled

D. Administrator's Report.

The administrator asked the Board to consider authorizing the Chairman to sign an easement agreement. The easement agreement is with the property owners with the Stauffer's for easements needed to construct the Sprengle Road Box Culvert project being undertaken by the Township.

A motion was made to authorize the Chairman to sign the easement agreement on a motion of McDonald/Sheridan, motion carries 4-0.

The Administrator informed the Board that we received the tapping fees for Poplar Partners and the Farm Lane Condominium project. We transferred \$30,000 to Capital Reserve and held the remaining funds in the operational general fund. The intent is to move the full budgeted amount later in the year.

E. Chairman's Report. There was no report.

EXECUTIVE SESSION: There was none.

ADJOURNMENT:

With no further business to transact, the meeting was adjourned at 6:10 PM on motion of Hudgins/Sheridan, motion carried.4-0.

Respectfully submitted,

Florence Ford
Authority Administrator