

JACKSON TOWNSHIP SEWER AUTHORITY

MEETING MINUTES

JANUARY 21, 2021

CALL TO ORDER:

Chairman Snyder called the meeting to order at 7:00 P.M. In attendance were Authority members Geoffrey Woolfson, John McDonald, Joyce Sheridan, and Steve Hudgins. Plant Operator Matt Bollinger, Authority Engineers Jeff Shue and Colin Cash, Administrator Flo Ford, and Treasurer, Sally Bushey. There was 1 individual in the audience.

PUBLIC COMMENT:

There was none.

REORGANNIZATION:

Chairman Snyder asked for motions for the following officer positions. A motion of Hudgins/Woolfson was made to retain the current officers (see below) of 2020 year passed; motion carried 5-0.

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

APPROVAL OF MINUTES:

The minutes of the November 19, 2020 meeting were approved as written on a motion of McDonald/Woolfson; motion carried 5-0. There were no minutes from December 2020 as the meeting was canceled.

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 Woolfson/Sheridan, motion carried 5-0.

OLD BUSINESS:

Matt Bollinger and Jeff Shue reviewed the Hauled-in Waste Program with the Board. Member Hudgins had some questions and concerns and wanted to be sure that everyone involved with the Program was protected from any liabilities, etc. Jeff Shue responded that the program is a win-win for the Authority and that the Program is allowed and permitted through DEP. Last month's hauled in waste provided \$20,000 in income for the Authority.

NEW BUSINESS:

There was none scheduled.

OTHER BUSINESS:

A. Plant Operator's Report: Matt reviewed the plant operations for the last month.

B. Engineer's Report: Colin reviewed his report. The blower project is moving forward as Kappe is delivered the blowers. Colin updated the Board on the Interceptor Project. The Board of Supervisors approved a Resolution accepting the Special Study to the Act 537 Plan in their December Meeting and the plan was submitted to DEP. Design of the Interceptor Project is moving forward. Colin also told the Board that they are drafting the Authority's Chapter 94 Report. The Report is due to DEP at the end of March. They will be reaching out to staff as they collect data to complete the report.

1. Consider approval of the Sanitary Design and Sewer Capacity for Poplar Partners – 41 Units

A motion of Hudgins/Sheridan to approve Poplar Partners Sanitary Design and Capacity for 41 Units, motion carried 5-0.

2. Spangler and Boyer Holding Tank – Audience member, Bob Boyer introduced himself and spoke to the Board about a parcel they are trying to sell on Commerce Drive. Jeff Shue explained the parcel is approximately 2.8 acres and the owner's buyer wanted to develop the site and put a holding tank on the property as a temporary measure until public sewer is available on Commerce Drive. The property is restricted due to a large stormwater pond on the property to serve Mr. Boyer's other property. Mr. Boyer explained the property where his business is located just east of the parcel in question is served by a holding tank when his on-lot system failed. They also want public sewer to service that site as well. Jeff explained to Mr. Boyer and the Board that staff met with his buyer and instructed him that DEP would not favor a holding tank on a site to accommodate new development and the property would need to apply to the Township and the Township's sewer enforcement officer would then go and do a perc and probe to determine if there is a site for an on-lot system. Jeff explained to the Board and Mr. Boyer that it is conceivable that public sewer might be available in about 5 years. The Authority would first need to accept dedication of the sewer pumping station and conveyance from the developer's building the proposed Warehouse on the parcel next door to the parcel in question. Jeff suggested they contact the developers of the parcel next door (Bowman Rd.). Administrator Ford offered to contact the developer to see if they have interest in the parcel. Mr. Boyer agreed to that suggestion. Administrator Ford agreed to contact them.

3. Bowman Road Pump Station Progress: Jeff Shue updated the Board of the developer's progress for the pump station. Agreements between the developer and the property owner at Hanover Building Products have reached an agreement and the pump station is in the design phase.

C. Solicitor's Report. There was no report.

D. Administrator's Report.

1. The Board authorized Florence Ford to sign the Engagement Letter with Hamilton and Musser to conduct the Sewer Authority Audit in the amount of \$7,800.00 on a motion of McDonald/Woolfson, motion carried 5-0.

2. The Administrator informed the Board she believed the matter with Met Ed and past and future Energy Suppliers is resolved. She had to go to the PUC to get the situation resolved. Once PUC became involved, the matter resolved itself in a couple of hours. This issue has been 6 or 7 months of phone calls, emails, etc.

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 7:40 PM on motion of Hudgins/Sheridan, motion carried 5-0.

Respectfully submitted,

Florence Ford
Authority Administrator