

JACKSON TOWNSHIP SEWER AUTHORITY

MEETING MINUTES

MARCH 18, 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 no one in the audience.

PUBLIC COMMENT:

There was none.

APPROVAL OF MINUTES:

The minutes of the January 21, 2021 meeting were approved as written on a motion of Woolfson/Sheridan; motion carried 5-0. There were no minutes from February 18, 2021 as the meeting was canceled due to a snowstorm.

ACCEPTANCE OF FINANCIAL REPORT:

The January and February Financial Reports were accepted, and authorization was made to pay all due bills on the motion of McDonald/Woolfson, motion carried 5-0.

OLD BUSINESS:

There was none scheduled.

NEW BUSINESS:

1. York County Rail Trail Extension – Jeff Shue presented a concept sketch to the Board depicting a route of a trail through the edges of the Sewer Authority Property to connect the York County Rail Trail to the newly acquired Genesee/Wyoming lines. The Rail Trail Authority is asking for either a donated or paid easement to extend the trail from the parking area on Hershey Road to the new trail line. Jeff was asking the Board to consider this proposal and to authorize Flo Ford, Sewer Authority Administrator to work with the Rail Trail Authority on the easement. Flo Ford mentioned she would like to include Matt Bollinger in on all discussions concerning the location and potential negotiations of the easement. A motion of McDonald/Woolfson authorized staff to move forward with the easement with final approval going before the Sewer Authority Board, motion carries 5-0.
2. Chapter 94 Report – Colin Cash notified the Board that the Chapter 94 Report was completed and that they will be submitting the report tomorrow.
3. Administrator Flo Ford began the discussion of renewing and updating the Agreement the Authority has with Church and Dwight on the hauled in waste program. Colin Cash told the Board that the old Agreement was written in 2009 with an unsigned update in 2011. Flo told the Board that staff will work on the Agreement and bring the Agreement back to the Board for Approval at a future date. A motion of Woolfson/Hudgins authorized staff to begin work on an updated Agreement for Hauled in Waste with Church and Dwight. The final product will be

reviewed and approved by the Board at a future meeting, motion carries 5-0.

OTHER BUSINESS:

A. Plant Operator's Report: Matt reviewed the plant operations for the last 2 months.

B. Engineer's Report: Colin reviewed his report. The blower project is complete, and the blowers are all in operation. The Special Study for the Interceptor Project was approved by DEP.

1. Sanitary Design and Sewer Capacity for Poplar Partners – 4 lot subdivision. There is capacity for the 4-lot subdivision Project.
- 2.. Bowman Road Pump Station Progress: Jeff Shue and Colin Cash updated the Board of the developer's progress for the pump station. The Developer's Planning Exemption was denied. The Authority staff has completed the municipal portions of the Planning Module. As part of the development process, they are reviewing system capacity for Commerce Drive and Thomasville reaches. The Planning Module shows gravity collection hydraulic choke points around Farm Lane Estates. The Developers have a long way to go to get to the point of plan approval and construction.

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

D. Administrator's Report.

1. Flo wanted to let the Board know she is actively looking at potential funding sources for the Interceptor Project. She hopes that PA Small Water/Sewer grant round will open soon in light of CARES funding going to the State. She is also going to contact USDA to find out what their rates are and determine if they would be a viable option to fund the Interceptor.
2. Flo informed the Board that we are starting to collect from customers whose accounts were in arrears during the pandemic moratoriums from shut offs. The Authority began implementing shut offs in February. The Governor lifted the moratorium in November of 2020 as long as certain "procedural" steps were followed. We have followed those steps and have now been receiving payments, due in part, to our ability to shut off their water and the new round of stimulus funding.

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 7:35 PM on motion of Hudgins/McDonald, motion carried 5-0.

Respectfully submitted,

Florence Ford
Authority Administrator