

JACKSON TOWNSHIP SEWER AUTHORITY

MEETING MINUTES

JULY 16, 2020

CALL TO ORDER:

Chairman Snyder called the meeting to order at 7:00 P.M. In attendance were Authority members Geoffrey Woolfson, John McDonald, Plant Operator Matt Bollinger (joined the Meeting via Zoom), Authority Engineer Colin Cash, Administrator Flo Ford and Treasurer, Sally Bushey. Joyce Sheridan was absent. There were no members in the audience.

PUBLIC COMMENT:

There was none.

APPROVAL OF MINUTES:

The minutes of the June 18, 2020 meeting were approved as written on a motion of McDonald/Woolfson; motion carried 3-0.

ACCEPTANCE OF FINANCIAL REPORT:

The June Financial Report was accepted, and authorization was made to pay all due bills on the motion of McDonald/Woolfson, motion carried 3-0.

OLD BUSINESS:

There was none.

NEW BUSINESS:

The Board authorized the Administrator to sign the Winter Engine Service Agreement for Generator Maintenance from September 2020 through September 2021 on a motion of McDonald/Woolfson, motion carried 3-0.

OTHER BUSINESS:

1. Plant Operator's Report (see attached).

Chairman Snyder asked Matt about the trespassing that has been taking place at the outfall of the Wastewater Plant. Matt informed the Board that the cost to hire a Security guard for 20 hours per week was quoted at \$1,150 per week. Staff reached out to Coulson for a quote to install several cameras out there with the capabilities of notifying staff when someone trespasses. We will have that quote on next month's agenda for consideration.

2. Engineer's Report. (see Attached)

- Colin updated the Board on the situation with the blowers. The blowers exceed the specifications. It was determined that the diffusers in the old basin are not able to pass the greater airflows. We will continue to look into options.

1. Approve Payment Requisitions for the Wastewater Treatment Plant:

- a. Pay Request #16 (Final) to Lobar for the Wastewater Treatment Plant – Amount \$192,153.40
- b. Contract Change Order #12 to Lobar for the Wastewater Treatment Plant – Amount (-\$10,574.00)

A motion of Woolfson/McDonald to pay submitted Payment requisitions for the Wastewater Treatment Plant, motion carries 3-0.

2. Approve Payment Requisitions for Sprengle and Sunnyside Pump Stations

- a. Pay Request #2 to Garden Spot Electric for Sprengle and Sunnyside Pump Stations Amount - \$91,093.50
- b. Pay Request #4 to PSI for Sprengle and Sunnyside Pump Stations Amount - \$159,277.50

A motion of McDonald/Woolfson to pay submitted Payment requisitions for the Sprengle and Sunnyside Pump Stations, motion carries 3-0.

C. Solicitor's Report.

There was no report.

D. Administrator's Report.

- a. The Administrator informed the Board that the cabling for the IT upgrades at the Plant is scheduled for Monday, July 20.
- b. The approvals and certifications came in for our Municipipay account and we will be starting to collect fees via credit card.

E. Chairman's Report.

There was none.

EXECUTIVE SESSION: There was none.

ADJOURNMENT:

With no further business to transact, the meeting was adjourned at 7:18 PM on motion of Woolfson, motion carried 3-0.

Respectfully submitted,

Florence Ford
Authority Administrator