

JACKSON TOWNSHIP SEWER AUTHORITY

MEETING MINUTES

AUGUST 20, 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, Joyce Sheridan, Steve Hudgins, Plant Operator Matt Bollinger, Authority Engineers Colin Cash and Jeff Shue, Administrator Flo Ford and Treasurer, Sally Bushey. There were no members in the audience.

PUBLIC COMMENT:

There was none.

APPROVAL OF MINUTES:

The minutes of the July 16, 2020 meeting were approved as written on a motion of McDonald/Woolfson; motion carried 5-0.

ACCEPTANCE OF FINANCIAL REPORT:

The July Financial Report was 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.

NEW BUSINESS:

Colin brought the Board up to speed on the issue of the basins not getting enough air with the existing blowers. The potential fix for the lack of air would be to isolate the 4 basins w/2 blowers each. This would not only meet the requirements of the system but give the Plant redundancy in the system. With the current configuration of 4 basins and 5 blowers, the blowers are running constantly and still not meeting optimal air in the basins. The project would include the purchase and installation of three additional blowers. The company providing the blowers is a costars company and they can specify using Garden Spot to install the blowers as part of their contract to provide installation (see July Engineering Report for additional detail). Staff is looking for the Authority Board to authorize the Administrator to sign the contract for the Blower Project.

A motion authorizing the Administrator to sign the contract for the blower project was made on a motion of McDonald/Woolfson, motion carried 5-0.

OTHER BUSINESS:

- A. 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 trespassing has slowed down considerably, and the Police have increased patrol to the area. Matt stated that he is holding on the installation of the cameras until a future time as there are more pressing issues for the Plant like the blowers.

Chairman Snyder asked about how the IT upgrades are doing. Matt replied that the IT upgrades have been fantastic. Files can now be shared amongst employees and locations. The system is very fast and has many features that make the daily operations more efficient.

B. Engineer's Report. (see Attached)

1. Approve Payment Requisitions for the Wastewater Treatment Plant:

- a. Pay request to Low V for cabling/data access points Amount \$16,530.00

A motion of Woolfson/McDonald to pay submitted Payment requisition for the Wastewater Treatment Plant, motion carries 5-0.

2. Approve Payment Requisitions for Sprenkle and Sunnyside Pump Stations

- a. Pay Request #5 to PSI for Sprenkle and Sunnyside Pump Stations Amount - \$133,486.80
- b. Pay Request #3 to Garden Spot Electric for Sprenkle and Sunnyside Pump Stations Amount - \$113,184.00
- c. Contract Change Order #1 to Garden Spot Electric for Sprenkle and Sunnyside Pump Stations Amount - \$0 (Admin time add of 22 days)

Colin asked the Board to table Item C until the September Meeting as they are working this issue out.

A motion of Woolfson/McDonald to pay submitted Payment requisitions for the Sprenkle and Sunnyside Pump Stations, motion carries 5-0.

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

D. Administrator's Report. There was no report.

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 7:18 PM on motion of Woolfson, motion carried 5-0.

Respectfully submitted,

Florence Ford
Authority Administrator