

JACKSON TOWNSHIP SEWER AUTHORITY

MEETING MINUTES

SEPTEMBER 17, 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, Plant Operator Matt Bollinger, Authority Engineers Colin Cash (Via Zoom), and Jeff Shue, Administrator Flo Ford (Via Zoom), and Treasurer, Sally Bushey. Board Member Steve Hudgins was absent. There were no members in the audience.

PUBLIC COMMENT:

There was none.

APPROVAL OF MINUTES:

The minutes of the August 20, 2020 meeting were approved as written on a motion of McDonald/Woolfson; motion carried 4-0.

ACCEPTANCE OF FINANCIAL REPORT:

The August Financial Report was accepted, and authorization was made to pay all due bills on the motion of Woolfson/Sheridan, motion carried 4-0.

OLD BUSINESS:

There was none.

NEW BUSINESS:

Matt Bollinger introduced the Approval the Generator Service Agreement for the generator at the Wastewater Treatment Plant with Emergency Systems Service Company – Amount of \$3,813.88. This generator was not made a part of Winter Engine's Service Agreement for 2021. This generator was supplied by Garden Spot. There was some discussion on the cost of the Agreement and whether we could get a better price from Winter Engine Service as part of the Overall generator servicing that they currently do for us. Staff will get an estimate from Winter Engine Service and bring the item before the Board for their consideration.

The motion was tabled until next month.

OTHER BUSINESS:

- A. Plant Operator's Report (see attached).
- B. Engineer's Report. (see Attached)
 - 1. Approve Payment Requisitions for Sprenkle and Sunnyside Pump Stations

- a. Pay Request # 6 to PSI for Sprenkle and Sunnyside Pump Stations Amount \$62,553.70

A motion of McDonald/Woolfson to pay submitted Payment Requisition #6 for the Sprenkle and Sunnyside Pump Stations, motion carries 4-0.

- b. Contract Change Orders:

- Change Order #1: Admin time add; \$2,360.01 (credit) change order
Credit is for 50% split on bypass pumping change from GC, due to Met Ed delay

A motion of Woolfson/Sheridan to approve Change Order #1 for the Sprenkle and Sunnyside Pump Stations, motion carries 4-0.

- Admin time add; \$46,707.36 (add) change order – Add is for:
Over-excavation and remediation of unsuitable subgrade conditions and rectifying old fillets; One week of additional bypass pumping, caused by Met Ed delay; Additional fencing; and Additional pavement.

A motion of McDonald/Woolfson to approve Change Order#2 for the Sprenkle and Sunnyside Pump Stations, motion carries 4-0.

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

D. Administrator's Report.

Flo Ford informed the Board that she is watching current legislation in the Pennsylvania Senate that there may be available CARES Act funding to pay water/sewer arrearages on bills owed due to COVID-19 financial impacts from the period of April 1 to the present.

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 Woolfson, motion carried 4-0.

Respectfully submitted,

Florence Ford
Authority Administrator