

JACKSON TOWNSHIP SEWER AUTHORITY

MEETING MINUTES

September 20, 2018

CALL TO ORDER:

Chairman Snyder called the meeting to order at 7:00 P.M. In attendance were members Steve Hudgins, John McDonald, Joyce Sheridan, and Scott Snyder, Township Manager William Conn, Plant Operator Matt Bollinger, Authority Engineer Jeff Shue, and 2 persons in the audience.

PUBLIC COMMENT:

There was none.

APPROVAL OF MINUTES:

The minutes of the August 16, 2018 meeting were approved on motion of McDonald/Hudgins, motion carried 4-0.

ACCEPTANCE OF FINANCIAL REPORT:

On the motion of McDonald/Sheridan, passed 4-0, the August Financial Report was accepted and authorization was made to pay all due bills.

OLD BUSINESS:

There was none.

NEW BUSINESS:

- A. Ben Kapenstein of PFM presented their report dated September 20, 2018 in detail. Following discussion of the potential options to fund the plant and pump station projects, the Authority chose option number 2 with funding to include a new annual service fee of \$880.00 (an \$80.00 increase over current fee) to begin with the first quarter of 2019. That decision was made upon motion of McDonald/Sheridan, passed 4-0. Ben will now work with our bond counsel Steve Hovis to prepare the funding details. A joint meeting with the Board of Supervisors will be held November 6 to finalize funding approval.
- B. The farmland lease with Phil Sprenkle was approved on motion of Sheridan/McDonald, passed 4-0, for 3 years at \$15,100.00 per year.

OTHER BUSINESS:

- A. Plant Operator's Report.

Matt highlighted his written report, noting repairs and maintenance activities. He also presented the most recent PA DEP inspection report noting no violations.

**JACKSON TOWNSHIP SEWER AUTHORITY
MEETING MINUTES**

**SEPTEMBER 20, 2018
PAGE TWO**

B. Engineer's Report.

Jeff is still working on securing the required NPDES permit for the construction site stormwater controls that York County Conservation District and Pennsylvania Department of Environmental Protection (PA DEP) had issues with. He mentioned the DEP comment letter and the C.S. Davidson reply. Hopefully the permit will now be issued.

Jeff also noted a meeting with DEP this morning will resolve the Lake Road Act 537 Plan Special Study in our favor so we do not have to provide service to those few houses at this time.

C. Solicitor's Report.

There was no report.

D. Administrator's Report.

Manager Conn said he had nothing to add.

E. Chairman's Report.

Scott again thanked the staff for their hard work.

EXECUTIVE SESSION: There was none.

ADJOURNMENT:

With no further business to transact, the meeting was adjourned at 8:00 PM on motion of Hudgins/Sheridan, passed 4-0.

Respectfully submitted,

William J. Conn
Sewer Authority Administrator