

# **JACKSON TOWNSHIP SEWER AUTHORITY**

## **MEETING MINUTES**

### **October 19, 2017**

#### **CALL TO ORDER:**

Chairman Redding called the meeting to order at 7:00 P.M. In attendance were members Dan Redding, Joyce Sheridan, Scott Snyder and Steve Hudgins, 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 September 21, 2017 meeting were approved on motion of Hudgins/Sheridan, motion carried 4-0.

#### **ACCEPTANCE OF FINANCIAL REPORT:**

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

#### **OLD BUSINESS:**

- A. Manager Conn introduced Susan Morgenroth VP of M&T Bank's Treasury Management who summarized the bank's fraud protection proposal. The board, on motion of Hudgins/Sheridan passed 4-0, approved the proposal to start January 1, 2018 at a cost of \$157.10 per month.

#### **NEW BUSINESS:**

- A. There was none.

#### **OTHER BUSINESS:**

- A. Plant Operator's Report.

Matt highlighted his written report.

- B. Engineer's Report.

Jeff noted work on plant design and bid specs prep continues. The new plant office/lab/storage building will be bid as a separate contract. The Board of Supervisors agreed with the Act 537 Plan to sewer some homes on Lake Rd., Eyster & Longview if and when needed.

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C. Solicitor's Report.

There was no report.

D. Administrator's Report.

Manager Conn noted our renewed participation in the Federal Surplus Property Program was approved.

He got a proposal from Baker Tilly to audit our 2017 financial reports. It is a \$95.00 increase over this year (1.5%). The Board authorized Bill to sign the engagement letter on motion of Snyder/Hudgins, passed 4-0.

E. Chairman's Report.

There was none.

**EXECUTIVE SESSION:** There was none.

**ADJOURNMENT:**

With no further business to transact, the meeting was adjourned at 7:35 PM on motion of Hudgins/Sheridan, motion carried 4-0.

Respectfully submitted,

William J. Conn  
Sewer Authority Administrator