

JACKSON TOWNSHIP SEWER AUTHORITY

MEETING MINUTES

November 15, 2018

CALL TO ORDER:

Chairman Snyder called the meeting to order at 7:22 P.M. In attendance were members Scott Snyder, Steve Hudgins, and John McDonald, Township Manager William Conn, Plant Operator Matt Bollinger, Assistant Operator Colby Snyder, Authority Engineer Colin Cash and 0 persons in the audience.

PUBLIC COMMENT:

There was none.

APPROVAL OF MINUTES:

The minutes of the October 18, 2018 meeting were approved on motion of McDonald/Hudgins, motion carried 3-0.

ACCEPTANCE OF FINANCIAL REPORT:

On the motion of Hudgins/McDonald, passed 3-0, the October Financial Report was accepted and authorization was made to pay all due bills.

OLD BUSINESS:

There was none.

NEW BUSINESS:

- A. Manager Conn presented a proposal for new auditing service by Hamilton & Musser since Baker Tilly wanted a major price increase. The Authority authorized accepting the Hamilton & Musser proposal on motion of Hudgins/McDonald, motion carried 3-0.
- B. Matt and Bill reviewed a request for an Equivalent Dwelling Unit of sewer capacity for an existing building lot at 1305 Grandview Road. Approval of the request was adopted on a McDonald/Hudgins motion. Motion carried 3-0.

OTHER BUSINESS:

- A. Plant Operator's Report.

Matt highlighted from his written report, commenting on the repairs and maintenance activities.

B. Engineer's Report.

Colin Cash said 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. Both agencies have been not only non-cooperative but lately non-responsive to our inquiries as to the permit status.

Colin presented the Authority with an upgrade schedule for the Sprenkle and Sunnyside Road pump stations replacements. Colin and Matt reviewed the need to purchase a trailer-mounted bypass pump for the pump station replacements and other emergency use. The Authority approved the purchase on motion of McDonald/Hudgins, carried 3-0.

Colin also noted in light of the Township Board of Supervisors approval of industrial rezoning at Commerce Drive & Bowman Road, Jeff will be developing plans for extending service east on Commerce Drive to potentially serve several industrial customers.

C. Solicitor's Report.

There was no report. However, Bill provided copies of Stock & Leader's formal engagement letter for their services related to project financing.

D. Administrator's Report.

Bill reviewed the Preliminary 2019 Budget. He noted financing proceeds and construction cost estimates need to be finalized after the refinancing takes place and construction begins.

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 7:45 PM on motion of McDonald/Hudgins, passed 3-0.

Respectfully submitted,

William J. Conn
Sewer Authority Administrator