

# **JACKSON TOWNSHIP SEWER AUTHORITY**

## **MEETING MINUTES**

### **November 16, 2017**

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

Chairman Redding called the meeting to order at 7:00 P.M. In attendance were members Dan Redding, Joyce Sheridan, and Scott Snyder, Township Manager William Conn, Plant Operator Matt Bollinger, Authority Engineer Jeff Shue, and 1 person in the audience.

#### **PUBLIC COMMENT:**

There was none.

#### **APPROVAL OF MINUTES:**

The minutes of the October 19, 2017 meeting were approved on motion of Sheridan/Snyder, motion carried 3-0.

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

On the motion of Snyder/Sheridan, 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 reviewed the proposed 2018 Budget line by line. The board had no changes at this time. The November Year-To-Date figures and any adjustments will be presented at the December meeting for consideration prior to final adoption.

#### **OTHER BUSINESS:**

A. Plant Operator's Report.

Matt highlighted his written report.

B. Engineer's Report.

Jeff explained in detail the work on plant design done to date. He presented a written report which contained a new schedule for plan and permit completion, bidding and construction start.

C. Solicitor's Report.

There was no report.

D. Administrator's Report.

Manager Conn noted our meeting dates for 2018 need to be advertised in December. The board agreed to continue meeting on the third Thursday of every month at 7 PM.

E. Chairman's Report.

There was none.

**EXECUTIVE SESSION:** There was none.

**ADJOURNMENT:**

With no further business to transact, the meeting was adjourned at 8:10 PM on motion of Sheridan/Snyder, motion carried 3-0.

Respectfully submitted,

William J. Conn  
Sewer Authority Administrator