

JACKSON TOWNSHIP SEWER AUTHORITY
MEETING MINUTES
December 20, 2018

CALL TO ORDER:

Chairman Snyder called the meeting to order at 7:00 P.M. In attendance were members Scott Snyder, Joyce Sheridan, Steve Hudgins, and John McDonald, 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 November 15, 2018 meeting were approved on motion of McDonald/Hudgins, motion carried 4-0.

ACCEPTANCE OF FINANCIAL REPORT:

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

OLD BUSINESS:

There was none.

NEW BUSINESS:

- A. Manager Conn presented the proposed Final Budget dated 12/20/18 and explained the differences since the Preliminary version dated 12/14/18. There is a slightly higher year end 2018 balance and more construction expense in 2019 was added to reflect costs for 2 pump station replacements. On motion of Sheridan/McDonald, carried 4-0, the Final Budget for 2019 was adopted.
- B. The Board agreed to keep the meeting dates in 2019 as the Third Thursday at 7:00 PM at the Jackson Township Municipal Building.

OTHER BUSINESS:

- A. Plant Operator's Report.

Matt reviewed his written report, specifically explaining all of the repairs and maintenance activities.

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B. Engineer's Report.

Jeff said 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 has been issued and should arrive by mail to the township in the next few days. Construction activities at the plant will now begin.

Following the Township Board of Supervisors approval of industrial rezoning at Commerce Drive & Bowman Road, Jeff and Bill met with a developer's engineer this week to be starting plans for extending sewer service east on Commerce Drive to potentially serve several industrial customers as well as a large new warehouse.

C. Solicitor's Report.

There was no report. However, Bill noted the first phase of project financing was completed earlier today. Final phase will follow in January.

D. Administrator's Report.

Bill had nothing additional to add.

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 7:50 PM on motion of McDonald/Sheridan, passed 4-0.

Respectfully submitted,

William J. Conn
Sewer Authority Administrator