

JACKSON TOWNSHIP SEWER AUTHORITY

MEETING MINUTES

December 21, 2017

CALL TO ORDER:

Chairman Redding called the meeting to order at 7:00 P.M. In attendance were members Dan Redding, Steve Hudgins, and Scott Snyder, Township Manager William Conn, Plant Operator Matt Bollinger, Authority Engineer Jeff Shue, and 0 persons in the audience.

PUBLIC COMMENT:

There was none.

APPROVAL OF MINUTES:

The minutes of the November 16, 2017 meeting were approved on motion of Snyder/Hudgins, motion carried 3-0.

ACCEPTANCE OF FINANCIAL REPORT:

On the motion of Hudgins/Snyder, passed 3-0, 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 2018 Budget noting the expected end of 2017 balance has been increased by \$50,000 from the number previously provided. The board had no other changes at this time. The final adoption was made on motion of Hudgins/Snyder, passed 3-0.
- B. Jeff explained in detail the required Occupancy License Agreement with York Railway for our proposed new discharge pipeline crossing. The Agreement fee is \$600.00 but it also requires more insurance at an estimated additional premium cost of \$1,500.00 per year. On motion of Hudgins/Snyder, carried 3-0, the agreement was approved and authorization granted to increase our insurance coverage as required.

OTHER BUSINESS:

- A. Plant Operator's Report.

Matt highlighted his written report.

B. Engineer's Report.

Jeff said our NPDES Permit application is under PA DEP review; the Act 537 Plan Special Study has been sent to PA DEP; and he will have updated contract cost estimates for the plant upgrade for review in January.

C. Solicitor's Report.

There was no report.

D. Administrator's Report.

Manager Conn suggested we consider solar powered electricity provision for the new Admin/Lab/Garage building and possibly the whole plant. The board agreed that was a good idea and Jeff will pursue it's feasibility.

E. Chairman's Report.

Dan appreciated everyone's efforts in 2017 and looks forward to a great 2018.

EXECUTIVE SESSION: There was none.

ADJOURNMENT:

With no further business to transact, the meeting was adjourned at 7:35 PM on motion of Snyder/Hudgins, motion carried 3-0.

Respectfully submitted,

William J. Conn
Sewer Authority Administrator