

**JACKSON TWP WATER AUTHORITY**  
(JTWA)

Monthly Meeting  
May 22, 2018  
7 pm

**CALL TO ORDER**

ROBB PIPER, VICE CHAIRMAN, OPENED THE MEETING WITH A PRAYER AND THE PLEDGE OF ALLEGIANCE. Others board members in attendance were John Wallet, Secretary; Don Hrapchak, Treasurer and Asst. Treasurer / Secretary, Bill Grubb. Others in attendance were Pat Mulchay & Stephanie Buncich, EADS Group; Jim Deter, CPA; Fred Meier, Foreman and Debra Buksa, Office Manager. Covering for the *Nanty Glo Journal* was Allie Garver. Walter Ditchcreek, Chairman was not in attendance.

**PUBLIC COMMENTS:**

None.

**APPROVAL OF THE MINUTES:**

*ON MOTION BY JOHN, SECOND BY BILL AND APPROVED BY ALL THE MINUTES OF APRIL 24, 2018.*

**CPA REPORT:** (Jim Deter)

Jim had emailed the 3-month Statement of Income for review.

*ON MOTION BY ROBB, SECOND BY DON AND APPROVED BY ALL TO ACCEPT THE 3-MONTH STATEMENT OF INCOME.*

**ENGINEER'S REPORT** (Pat Mulchay)

Pat had no formal report. Stephanie had a handout covering the grant that are available. She will submit a grant application for both projects. Robb attended a meeting with SCRIP (Stonycreek-Conemaugh River Improvement Project) and they would be willing to write a letter of recommendation for any Water Authority as long as they are within their watershed area. Stephanie is also working on our annual report, she hopes to have it completed by July.

Robb inquired about the status of the GIS. Fred stated that they are still in the process of locating.

**SOLICITOR'S REPORT:** (CJ Webb)

The Solicitor was not in attendance.

**FOREMAN'S REPORT:** (Fred Meier)

Fred gave his report, copy added to minute book.

Pumping is down. Fred also informed the Board of the 17 homes along Creekside, Allbaugh Park and Goldfinch that have been impacted by the gas line project. He asked that the Board to consider evaluating the current tap-in fee. Pat explained that according to the Act 57 study done several years ago, JTWA can justify fees up to \$2,100.00. The Board agree that they will monitor the costs over the next few months and make a decision then. JTWA's goal is to keep the tap as low as possible, but cover expenses.

Robb inquired about our new employee, William Evans. Fred reported that he was quite capable with the equipment, a fast learner with day to day operations and also computer literate. They are both using the GIS.

**OFFICE MANAGER'S REPORT:** (Debra Buksa)

The secretary's report was reviewed. Report is attached.

Bill questioned if the new billing system has an option to pay a bill automatically ever month, something like auto draft? Secretary will ask the software company. He also had a hard time locating the web address for the on-line payment. The office is going to list the address in the Annual CCR report, Township newsletter and on the water bills.

**PAYMENT OF April's BILLS:**

*ON MOTION BY JOHN SECOND BY BILL AND APPROVED BY ALL TO PAY APRIL'S BILLS.*

**CORRESPONDENCE:**

A complete list of correspondence is attached to minutes.

**NEW BUSINESS:**

*ON MOTION BY ROBB, SECOND BY DON AND APPROVED BY ALL TO HAVE THE EADS GROUP SUBMIT A GRANT APPLICATIONS.*

**OLD BUSINESS:**

East Taylor / Jackson Interconnection – Fred had talked to Randy James (East Taylor Water) today. Weather is not cooperating.

Employee Policies – keep on old business.

Bill asked if the Ford's Corner Tank camera is working properly. Fred said a new camera was installed and the range was adjusted.

Robb would like Fred show Willy the Homeland Security report and have him read it.

**ADJOURNMENT:**

*ON MOTION BY DON SECOND BY BILL APPROVED BY ALL TO ADJOURN AT 7:45PM.*