

**JACKSON TWP WATER AUTHORITY  
(JTWA)**

Monthly Meeting  
August 27, 2013

**CALL TO ORDER**

WALTER DITCHCREEK, CHAIRMAN, OPENED THE MEETING WITH A PRAYER AND THE PLEDGE OF ALLEGIANCE. Others board members in attendance were John Wallet, Secretary; Ray Dodson, Treasurer; and Robb Piper, Vice-Chairman. Others present were Pat Mulcahy, EADS Group; Karl Smith, Foreman; Jim Deter, CPA; Debra Buksa, Office Manager.  
Guest: Ed Smith

Walter announced that an executive session will take place immediately following the regular monthly meeting for personnel reasons.

**PUBLIC COMMENTS:** None.

**APPROVAL OF THE MINUTES:**

*THE MINUTES FROM THE MEETING OF JULY 23, 2013 WERE APPROVED AS PRINTED.*

**CPA REPORT:** (Jim Deter)

Jim handed out the 6-month statement of Income.

***ON MOTION BY RAY SECOND BY ROBB AND APPROVED BY ALL TO ACCEPT THE 6-MONTH STATEMENT OF INCOME.***

Jim requested a copy of the revised amortization of the Swigle Mountain Project from Pennvest.

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

Report attached. Pat summarized the report. Pat recommended that the board prioritize and check finances before any decisions are made concerning the pressure reducing valve upgrade and maintenance contract and water system telemetry upgrade. Ray inquired about the cost to rebuild the 2", 4" and 6" compared to replacement. No motions were made on the items presented.

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

The solicitor was not present.

**FOREMAN'S REPORT:** (Karl Smith)

Report attached. Karl stated that the Lorraine Road Pressure Reducing Station needs to be ordered. It will take 4 to 6 weeks for delivery. ***ON MOTION BY RAY SECOND BY ROBB AND APPROVED BY ALL TO ACCEPT THE TREMBOLD PROPOSAL FOR THE PRS IN THE AMOUNT OF \$26,822.00.***

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

Report attached. Account balances were supplied.

The subject of revising the Human Resource Policies was addressed. The Board agreed to have our solicitor review the policies and would like a reply no less than 5 days prior to the next monthly meeting.

**PAYMENT OF JULY'S BILLS:**

***ON MOTION BY JOHN SECOND BY WALTER AND APPROVED BY ALL TO PAY JULY'S BILLS.***

**CORRESPONDENCE:**

A list is attached.

***NEW BUSINESS: ON MOTION BY WALTER SECOND BY RAY AND APPROVED BY ALL TO RATIFY THE SIGNING OF THE REVISED AMORTIZATION OF THE PENNVEST LOAN FOR SWIGLE MOUNTAIN PROJECT BY JOHN WALLET AND WALTER DITCHCREEK ON AUGUST 6, 2013.***

**OLD BUSINESS:**

Ford's Corner Tank –warranty on roof – no news at this time

Swigle Mountain Tank –waiting on signed proposal –going with option #2 the replacement

First S (Poplar St) /Griffith Ave water line – on hold

The Board went into executive session at 8 pm for personnel reasons.

The regular monthly meeting resumed at 8:03 pm. ***ON MOTION BY RAY SECOND BY WALTER AND APPROVED BY ALL TO INCREASE ELIZABETH MILLER'S HOURLY PAY FROM \$10.00 TO \$12.00 PER HOUR STARING SEPTEMBER 1, 2013.***

**ADJOURNMENT:**

The regular monthly meeting adjourned at 8:10 pm.