

**JEFFERSON CODORUS JOINT SEWER AUTHORITY MEETING
MINUTES
August 7, 2013**

The Jefferson Codorus Joint Sewer Authority met at the Jefferson Borough municipal building at 7:00 p.m. on August 7, 2013. Members present were Dave Reed, Marlyn Stauffer, and Cecile Fetters. The meeting opened with the pledge to the flag.

AGENDA ITEM	DISCUSSION	RESULT/ACTION
Minutes	The minutes of the July 3, 2013 meeting were reviewed.	Marlyn Stauffer made a motion to approve the minutes. Dave Reed seconded motion. Motion carried 3-0.
Communications	See list at the end of the minutes.	
Public Comment	There was no public comment.	
Treasurer's Report	<p>In Treasurer, Tom Insley's, absence, office manager, Janny Graham, gave the treasurer's report. Janny reported total Cash & CD assets as of June 30, 2013 of \$782,640.03. Janny also shared the 2nd Quarter Budget Report and an Income & Expense Report for the past 3 months.</p> <p>Office manager, Janny Graham, presented the bills from July for payment.</p>	<p>Cecile Fetters made a motion to approve the treasurer's report. Marlyn Stauffer made seconded the motion. Motion carried 3-0.</p> <p>Cecile Fetters made a motion to approve current bills. Marlyn Stauffer made seconded the motion. Motion carried 3-0.</p>
Solicitor's Report	<p>Mieke Driscoll, solicitor, presented a copy of Resolution 2013-04, replacing Resolution 2013-02 was passed in May, 2013. This was to include some clarifications regarding the inspection responsibilities between the municipalities and the JCJSA for connection from house to public sewer. The Borough and Township will do the inspections but the details of the specifications will come from the JCJSA Resolution.</p> <p>Mieke announced that a meeting with the insurance attorney to review the facts of a matter of litigation will take place on August 28th, at a time to be determined. Members will be notified of the time via email.</p>	Marlyn Stauffer made a motion to approve Resolution 2013-04, replacing Resolution 2013-02 . Dave Reed seconded the motion. Motion carried 3-0.
Engineer's Report	<p>John Klinedinst presented the engineer's report</p> <p>Certification to sell Nutrient Credits has been received from DEP. Next step is to register with Markit Inc. (PennVest's official auctioneer) by August 8th. It will then be ready for the September auction. Members authorized C.S. Davidson to proceed. John Leen will be the contact person for this part of the sale. Chairman Dave Reed thanked John Klinedinst and John Leen for their work on getting the JCJSA project ready to sell these Nutrient Credits and hopefully bring in significant additional income.</p>	

Old Business	<p>Janny informed members that 5 properties in the Borough were still not connected to the public sewer system.</p> <p>A meeting with Spring Grove Borough officials took place on July 9th to have Spring Grove personnel consider taking over operation of the WWTP. Spring Grove officials suggest that the next step is to sign an Intermunicipal Agreement spelling out the terms of expectations on each side. It was suggested to contact North Codorus Township and see if they are interested in joining this agreement for shared services.</p> <p>Walton Water Services was notified of our intention to terminate the contract on July 31, 2013. They will be operating the WWTP on a month to month contract. John Klinedinst suggests shooting for January 1, 2014 as the date when Spring Grove Borough personnel would be ready to fully take over operation of the JCJSA WWTP.</p> <p>John Klinedinst said that, until Spring Grove Borough personnel take over the operation of the plant and sewer collection system, that his name and phone number can be used as a contact person for emergency sewer line maintenance.</p>	
New Business		
Additional public comment	There was no public comment.	
Adjournment	Meeting adjourned at 8:04 p.m.	

Respectfully submitted,
Cecile H. Fetters, Secretary

COMMUNICATIONS:

Letter dated June 11, 2013 from Roger G. Stauffer, Envirep, with quote for a customized preventive maintenance program for the pumps.

Letter dated June 18, 2013 from SEK & Co. with the 2012 audit report and its findings.