

October 24, 2017

Conyngham/Sugarloaf Joint Municipal Authority Board met for a **Regular Session** on **Tuesday, October 24, 2017 at 7:00 p.m.** in Conyngham Borough Council Chambers, Municipal Building, 215 Main Street, Conyngham, PA. The meeting was called to order by Vice-Chairman Wittig, the Pledge of Allegiance was recited, and roll call was taken.

**Present:** John Cotsack, Marc Eble, Marguerite Woelfel, Jack Wittig, Peter O'Donnell (Solicitor), Ed Gregory (Manager), Fred Blase (Accountant), Rich Harrison (Engineer), Erika Cook (Recording Secretary)

**Absent:** Joseph Gallagher

**Citizens:** Tim Ference

**Public Comment on Agenda Items:** None.

**Invited Guests:** None.

**Motion**

Motion to Approve Minutes from the September 26, 2017 Regular Meeting – Cotsack. Second – Woelfel.

**ROLL CALL VOTE:**

Cotsack	-	Affirmative	Eble	-	Affirmative
Gallagher	-	Absent	Woelfel	-	Affirmative
Wittig	-	Affirmative			

**Treasurer's Report:**

**Item 1:** Assistant Treasurer Blase presented the Board with the Financial Report for September 2017. A copy of the report is on file and available for review.

**Motion**

Motion to Approve Financial Report – Woelfel. Second – Cotsack.

**Questions on the Motion:** None.

**ROLL CALL VOTE:**

Cotsack	-	Affirmative	Eble	-	Affirmative
Gallagher	-	Absent	Woelfel	-	Affirmative
Wittig	-	Affirmative			

**Item 2:** Mr. Blase presented the Board with the Accounts Payable Report. A copy of the report is on file and available for review.

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**Motion**

Motion to Approve Bills for Payment totaling \$81,003.05 – Cotsack. Second – Woelfel.

**Questions on the Motion:** Treasurer Woelfel questioned 4 invoices: Hach Company – used to purchase Auto Sampler; Kulaga Excavating – moved multiple water lines; C3 Group – completed employee handbook; and Mr. Rehab – fixed the sewer line leak in Whispering Willows Park.

**ROLL CALL VOTE:**

Cotsack	-	Affirmative	Eble	-	Affirmative
Gallagher	-	Absent	Woelfel	-	Affirmative
Wittig	-	Affirmative			

**Solicitors Report:**

**Item 1:** Solicitor O'Donnell had a resolution prepared to adopt the employee handbook but since a full Board was not present, a vote could not be taken.

**Item 2:** Solicitor O'Donnell is working with Attorney Ferdinand to find the best way to transfer the water lines in The Meadows. Vice-Chairman Wittig said there are maps located at the Sugarloaf Township Office showing the four (4) stages of development as well as the final, as-built map. He will meet with Solicitor O'Donnell at the Township Office to review the maps.

**Item 3:** Solicitor O'Donnell will be going up to the Courthouse this week to record the deed for 245 Main Street.

**Item 4:** The website contract was approved by Solicitor O'Donnell. Vice-Chairman Wittig electronically signed the contract as a motion was made at the meeting prior to accept it pending Solicitor O'Donnell's approval.

**Engineer's Report:**

**Item 1:** Mr. Harrison presented the Board with the Engineer's Report. A copy of the report is on file and available for review.

**Manager's Report:**

**Item 1:** Mr. Gregory presented the Managers Report to the Board. A copy of the report is on file and available for review.



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**Old Business:**

No items presented under Old Business.

**New Business:**

No items presented under New Business.

**Public Comment:** None.

Motion to Adjourn at 7:20 PM – Cotsack. Second – Eble. No Roll Call – Unanimous.

**ATTEST:**

  
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Secretary

