

December 19, 2017

Conyngham/Sugarloaf Joint Municipal Authority Board met for a **Regular Session** on **Tuesday, December 19, 2017 at 3:03 p.m.** in Conyngham Borough Council Chambers, Municipal Building, 215 Main Street, Conyngham, PA. The meeting was called to order by Chairman Gallagher, the Pledge of Allegiance was recited, and roll call was taken.

Present: John Cotsack, Joseph Gallagher, Marguerite Woelfel, Jack Wittig, Peter O'Donnell (Solicitor), Fred Blase (Accountant), Erika Cook (Recording Secretary), Bryon Killian (Engineer)

Absent: Marc Eble, Ed Gregory (Manager)

Citizens: None.

Public Comment on Agenda Items: None.

Invited Guests: None.

Treasurer's Report:

Item 1: Assistant Treasurer Blase presented the Board with the Financial Report ending November 30, 2017. A copy of the report is on file and available for review.

Motion

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

Questions on the Motion: None.

ROLL CALL VOTE:

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

Item 2: Mr. Blase presented the second draft of the 2018 Operating Budget. A copy of the draft is on file and available for review. The draft was discussed in detail and will be reviewed again at the next meeting.

Solicitors Report:

Item 1: Solicitor O'Donnell reviewed the Emergency Services Contract presented to the Board. Mr. Gregory will be responsible to provide the scope of work to Kulaga Excavating at the time of service.

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Motion

Motion to Approve the Emergency Services Contract with Kulaga Excavating for 2-year period of 2018-2019 – Woelfel. Second – Cotsack.

Questions on the Motion: None.

No Roll Call. Four (4) Yes, One (1) Absent. Motion Carries.

Old Business:

Item 1: The Employee Handbook was on the Agenda but since a full Board was not present it was not discussed.

New Business:

Item 1: Vice-Chairman Wittig provided a letter from Sugarloaf Township advising that Ms. Marguerite Woelfel has been reappointed to the CSJMA Board for a 5-year term expiring December 31, 2022.

Item 2: Sara Merritt from Sara Merritt Creative Services will attend the December 26, 2017 Regular Meeting to review the website creation with the Board members.

Item 3: Chairman Gallagher reminded everyone that Conyngham Borough is having their holiday luncheon on December 29, 2017 at 12:00 PM to which all CSJMA employees and Board Members are invited.

Item 4: Vice-Chairman Wittig stated that between Conyngham Borough and Sugarloaf Township, over \$1,000,000 has been spent just on planning and engineering fees for the Act 537 Plan over the years. The CSJMA Board is working to get the plan completed and approved by DEP to move into the construction phase of the project.

Public Comment: None.

Motion to Adjourn at 4:02 PM – Woelfel. Second – Wittig. No Roll Call – Unanimous.

ATTEST:



Secretary

