

**Meeting of the Conyngham/Sugarloaf Joint Municipal Authority
Regular Session on Wednesday, January 9, 2019 @ 7:05 PM
PLACE: Conyngham/Sugarloaf Joint Municipal Authority Building (Garage) at 245 S.
Main Street, Conyngham, PA.**

The Meeting was called to Order

Pledge of Allegiance

Present: John Cotsack, Greg Olander, Joseph Gallagher, Marc Eble, Peter O'Donnell (Solicitor), Richard Harrison (Engineer), Ed Gregory (Manager), Dorothy Pisano (Recording Secretary)

Absent: Marguerite Woelfel

Citizens: None

Invited Guests: None

Public Comment on Agenda Items Only – None

Appointment of "Temporary" Chairperson

Motion - Cotsack I would like to make a motion to assign Attorney Peter O'Donnell as Temporary Chairperson

- Second by Olander

Motion to close nominations for Temporary Chairperson Gallagher 1st, Eble 2nd

- Roll Call. Four (4) Yes Motion Carries – (1) Absent

Appointment of Chairperson for CSJMA for 2019

Motion – Olander would like to make a motion to nominate John Cotsack as Chairperson of CSJMA for 2019

- Second by Eble

Are there any other nominations for Chairperson? - No

Motion to close nominations for Chairperson Gallagher 1st, Eble 2nd

- Roll Call. Four (3) Yes Motion Carries – (1) Absent (1) Abstained

Meeting was turned over to John Cotsack, Chairman

Appointment of Vice-Chairperson

Motion – Gallagher I would like to make a motion to nominate Greg Olander as Vice-Chairman for the CSJMA for 2019

- Second by Eble

Are there any other nominations for Vice-Chairperson? - No

Motion to close nominations for vice-chairperson – Gallagher 1st – Eble 2nd

- Roll Call. Four (3) Yes Motion Carries – (1) Absent (1) Abstained

Appointment of Assistant Secretary/Treasurer

Motion – Olander I would like to make a motion to nominate Joseph Gallagher as Assistant Secretary/Treasurer for the CSJMA

- Second by Eble

Are there any other nominations for Assistant Secretary/Treasurer? - No

Motion to close nominations for Assistant Secretary/Treasurer – Olander 1st – Eble 2nd

- Roll Call. Four (3) Yes Motion Carries – (1) Absent (1) Abstained

Appointment of Secretary

Motion – Gallagher I would like to make a motion to nominate Marc Eble as Secretary for the CSJMA for 2019

- Second Olander

Are there any other nominations for Secretary? - No

Motion to close nominations for Secretary – Gallagher 1st - Olander 2nd

- Roll Call. Four (3) Yes Motion Carries – (1) Absent (1) Abstained

Appointment of Treasurer

Motion – Gallagher I would like to make a motion to nominate Marguerite Woelfel as Treasurer for the CSJMA for 2019

- Second by Eble

Are there any other nominations for Treasurer? - No

Motion to close nominations for Treasurer – Olander 1st – Gallagher 2nd

- Roll Call. Four (4) Yes Motion Carries – (1) Absent

Appointment of Bank Depositories

Motion – Cotsack I would like to make a motion to retain Landmark Bank as the Depository for the CSJMA in 2019

- Second by Gallagher

Are there any other recommendations for Bank Depositories? – No

Motion to close nominations for Bank Depositories

- Roll Call. Four (4) Yes Motion Carries – (1) Absent

Authorized Signatures

Motion – Cotsack would like to make a motion to authorize the Chairperson, Vice Chairperson, Assistant Treasurer/Secretary, Treasurer and Secretary of the CSJMA to sign checks or financial transactions authorized by the CSJMA with two signatures being required on all checks or financial transactions.

- Second by Olander

Motion to close Authorized Signatures – Olander 1st – Gallagher 2nd

- Roll Call. Four (4) Yes Motion Carries – (1) Absent

Appointment of Solicitor(s)

Motion – Cotsack I would like to make a motion to appoint Peter O'Donnell as Solicitor for the CSJMA in 2019.

- Second by Olander

Are there any other nominations for Solicitor(s)? - No

Motion to close nominations for Solicitor(s) – Gallagher 1st – Olander 2nd

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- Roll Call. Four (4) Yes Motion Carries – (1) Absent

Appointment of Engineer

Motion – Cotsack I would like to make a motion to appoint Entech Engineering, Inc. as Engineer for the CSJMA in 2019.

- Second by Gallagher

Are there any other recommended appointments for Engineering Firms? – No

Motion to close nominations for Entech Engineering, Inc. – Olander 1st – Gallagher 2nd

- Roll Call. Four (4) Yes Motion Carries – (1) Absent

Appointment of auditor

Motion – Cotsack I would like to make a motion to appoint Jones as Auditor to complete the required 2018 Annual CSJMA. – **Put on Hold by Attorney Peter O'Donnell** – Need to go over the contracts that were submit by both parties of Jones and Kohanski

Motion

Cotsack motion to close the Re-Organization of the CSJMA for 2019

- Second by Gallagher
- Roll Call. Four (4) Yes Motion Carries – (1) Absent

Treasurer's Report:

Item 1: The Assistant Treasurer/Secretary Gallagher presented the Board with the Financial Report ending December 2018. A copy of the report is on file and available for review.

Motion

Motion to Approve Financial Report – Olander - FIRST. Gallagher - Second

Questions on the Motion: None.

ROLL CALL VOTE:

Cotsack	-	Affirmative	Eble	-	Affirmative
Gallagher	-	Affirmative	Woelfel	-	Absent
Olander	-	Affirmative			

Item 2: Assistant Treasurer/Secretary Gallagher presented the Board with the Accounts Payable Report. A copy of the report is on file and available for review.

Motion

Motion to Approve Bills for Payment totaling \$35,377.63 – Gallagher - FIRST. Olander - Second

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Questions on the Motion: None.

ROLL CALL VOTE:

Cotsack	-	Affirmative	Eble	-	Affirmative
Gallagher	-	Affirmative	Woelfel	-	Absent
Olander	-	Affirmative			

Solicitors Report:

Item 1: Mr. O'Donnell stated that he cleared a lean and will provide information if necessary.

Item 2: Mr. O'Donnell stated that the Sugarloaf Township Ordinance issue was sent in accordance with the letter I received from their solicitor and I sent a copy to the Board. This is the Sugarloaf raise hike position. They want us to sit back and wait because they do not want to address the onlot sewer ordinance issue that is recommended by Entech. Conyngham has already adopted the ordinance and it is a part of its status.

Item 3: Mr. O'Donnell stated the Sunshine Act for holding Executive Session has an addition to it. This was adopted in October 2018 and it took 60 days to take affect that the purpose for holding an Executive Session can be to discuss, plan, or review matters that are deemed necessary for the safety of the public protection internet infrastructure for schools.

Engineer's Report:

Item 1: Mr. Gallagher asked that a letter be sent to the Sugarloaf Township from the Solicitor stating that this issue is not something that is coming out of nowhere, but they need to adopt the ordinance in order to meet up with the 537 Plan. If not the DEP will step in and we would just have to state that we tried to get them to update their ordinance and they refused to update the Sugarloaf Township Ordinance to meet the 537 Plan – Mr. Harrison states they will have to adopted the ordinance in order to accommodate the 537 Plan for Conyngham/Sugarloaf Twp. Sewer Project.

Item 2: Mr. Harrison stated that he has been working with Mr. Gregory (Manager) to try to come up with a rehab program and I was looking at this first year most of it will be to study because it does not pay to jump in and start fixing things until you have a handle on thing and you know where the flows are coming from. Mr. Harrison handed out a spread sheet with figures on cost also looking at CoStar's rates. Mr. Harrison stated these are really rough numbers, but I actually went through smoke testing, any down spouts that may be leaking these would be simple to go through and get that done and also doing house inspections. The lateral and CCTV we will do both of them together because the cost of doing the lateral and the CCTV separate would be more expense because you still have to put a camera down. The cost would be about \$300 per lateral. Every line should be televised every 10 years. We have all the mapping down pretty much and we are ready to set up putting cameras down. We have been doing GIS for a while now, but I can bring our GIS expert.

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Mr. Olander so how many do you anticipate at this rate? Mr. Harrison it should be about 5 years and about \$300,000. Now this is just the study at this time. When we get into the sewer replacement it will probably be about couple hundred dollars a foot.

Item 3: Mr. Harrison handed out sheets on the Rain Gauges for \$1,400.00 for approval.

Motion

Motion to Approve the Rain Gauges for not to exceed \$1,400.00. Gallagher – FIRST – Olander – Second

Questions on the Motion: None.

ROLL CALL VOTE:

Cotsack	-	Affirmative	Eble	-	Affirmative
Gallagher	-	Affirmative	Woelfel	-	Absent
Olander	-	Affirmative			

Item 4: Mr. Harrison stated that he received 2 proposal from LRM for the Data Loggers that are attached to the flow meters. This is for the data logger LRM will come out and hook the 2 meters up and it also includes the software to calculate for reporting purposes. This will be 1 day of service.

Motion

Motion to purchase the LRM Data Logger for \$3,500.00. FIRST Gallagher – Second – Olander

Questions on the Motion: None.

ROLL CALL VOTE:

Cotsack	-	Affirmative	Eble	-	Affirmative
Gallagher	-	Affirmative	Woelfel	-	Absent
Olander	-	Affirmative			

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.

Old Business:

Item 1: East Benjamin Lateral Repair - Mr. O'Donnell stated that we will need a release for them to sign.

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New Business:


Item 1: Eagle Scout Project

Item 2: Signature Card for all Board Members to be authorized to sign check.

Public Comment: None.

Motion to Adjourn at 8:30 PM – FIRST- Cotsack. Second – Gallagher
No Roll Call – Unanimous.

ATTEST:



Secretary