

**JEFFERSON TOWNSHIP SEWER AUTHORITY  
MINUTES OF AUGUST 15, 2022  
REGULAR MONTHLY MEETING**

**Called to order @ 7:00 p.m.**

**Pledge of Allegiance**

Public Participation Statement : Read by Chairman Sorg.

**Roll Call:** Present : William Nicolais, Richard Sorg, Barbara Mehne, and Attorney Lynott, and Frank Kane and Anthony DeGiosio.

**Public Comment on Agenda Items :** None

**Portnoff-** Attorney David Dugan attended virtually . Motion by Frank Kane, second by Barbara Mehne to accept new guidelines. Discussed check fraud/dark web – not a lot of information available at this point.

**Minutes:**

The regular monthly meeting minutes of the July 18, 2022 meeting were approved on a motion made by William Nicolais, with a second by Frank Kane, with all in favor.

**Approve Bills -** The bills for August 15, 2022 were approved for payment on a motion made by Frank Kane, with a second by Anthony DeGiosio, all in favor. William Nicolais questioned the BDI, Koberlein and Site Specific Invoices and Nancy explained the charges.

**Treasurer's Report :** Frank Kane gave the Treasurers Report . It was approved on a motion made by William Nicolais with a second by Barbara Mehne, all in favor. William Nicolais requested that a line item be added to reflect vendor and other disbursements for previous year added. Frank Kane stated that he will add that.

**Old Business :**

**White Pages –** Discussed and decided not worth the subscription fees.

**Mott's – New Pump –** Quote not in from Koberlein yet.

**Floral Estates-** Odor control – Koberlein addressing

**Happy Acres – Wet Well-** Koberlein anticipated having pumping complete by the end of this week.

**Supervisor Letter – Business Permits –** Township waiting for opinion from their Solicitor.

**Re-Vote Mileage Reimbursement** -Chairman Sorg made a motion that employees and Board Members receive mileage reimbursement of 62 ½ cents per mile for using their personal vehicles for Authority business, with a second by Frank Kane. Roll call vote – Richard Sorg- Aye, William Nicolais – AYE, Frank Kane – AYE, Anthony DeGiosio-NAY, Barbara Mehne – NAY. The AYES carried.

**Re-Vote COVID Bonus** –Chairman Sorg made a motion to give Nancy \$750.00 and Donnie \$500.00 for working during the pandemic, William Nicolais seconded the motion. All in favor.  
Barbara Mehne questioned if George DeLorenzo worked during that time. No, he did not.

**Hire Grinder Cleaner** – Richard Sorg made a motion to hire Carol Wallace as grinder cleaner at \$ 15.00/hr. with schedule set by Donnie Wallace to clean as needed, with a second by Frank Kane, all in favor.  
Attorney Lynott stated position did not have to be advertised as it was not a union position.

#### **New Business:**

**Debt Summary – 2<sup>nd</sup>. Qtr. 2022** Anthony DeGiosio provided everyone with a “Balance By Date” analysis and reviewed.

**Clarify Voting Procedure** – Attorney Lynott stated that after review with the State a quorum is determined by the number of members present at the meeting for voting purposes.

**Documents presented at meetings** – Chairman Sorg stated that moving forward if a Board Member wants to present something at the meeting they have to have it in on the Wednesday prior to the meeting so it can be reviewed by all prior to the meeting ,not during the meeting.

**Pay employee for meetings** – Chairman Sorg made a motion to pay Donnie Wallace for meeting attendance retroactive to include July 2022, there was a second by William Nicolais, all in favor.

**Minutes** -Chairman Sorg recommended that we adopt a policy from Jurassic to record what is done and not what is said. Attorney Lynott advised verbatim is not required as meetings are recorded.

**Written Correspondence:** Letter from Dusty Lane – Chairman Sorg stated that he looked at and spoke with Homeowner. Overflowing manholes causing landscaping issues. The Authority does not have manpower or equipment to address so Koberlein will be called .

Letter from Next Era Energy – electric rates will be increasing. Frank Kane will call Next Era.

**Public Comment:**

Barbara Medici 1629 Archbald Mountain Road – Asked if there will be an expense spreadsheet for mileage reimbursement. Frank Kane will make one..

Barbara Medici also asked whose responsibility it was to get the truck inspected. Donnie Wallace will get it inspected.

Anthony DeGiosio attended a Portnoff webinar regarding American Rescue Funds to assist owners delinquent in utility bills due to COVID related issues. Anthony requested that the Authority register for this – he will be the contact person and Portnoff will qualify all the Homeowners free of charge after their paperwork is submitted through the State. He stated he will draft a letter that the Authority can then send to all customers. Anthony DeGiosio then made a motion to send the Authority W-9 to Portnoff and then direct mail all customers an informative letter, there was a second by Barbara Mehne, all in favor.

**Adjourn :** There being no further business, the meeting was adjourned on a motion made by William Nicolais with a second by Frank Kane at 8:13 pm. All in favor.