

Washington County Sewage Council

Operating Committee

July 7, 2022

9:30 a.m

VIA ZOOM

- I. The Regular Meeting of the Operating Committee of the Washington County Sewage Council of July 7 2022 was called to order at 9:45 am Chair Crystal Brown.
- II. Ms. Brown initiated a roll call vote with Crystal Brown, Chair, Jodi Noble, Treasurer, Tyler Linck, RC Cassidy and Stephanie Pettit present. Also in attendance Robert Taylor.
- III. - ADMINISTRATIVE
 - a) Ms. Brown made a motion to appoint Stephanie Pettit as Vice-Chair. Motion was seconded by Mr. Linck. All members voting yes, via roll call vote, motion carried.
 - b) Ms. Brown made a motion to approve the minutes of the special meeting of June 16, 2022. Motion by Ms. Pettit, which was seconded by Mr. Linck. All members voting yes via a roll call vote, motion carried.
 - c) Ms. Brown called for a motion to approve the amended bills list to include the \$2,251.39 due to quick books for payroll. Motion by Mr. Linck, which was seconded by Ms. Noble. All members voting yes, via roll call vote, motion carried.

IV UNFINISHED BUSINESS

NONE

V. NEW BUSINESS

- a) Mr. Linck made a motion to accept the offer of Lars Lange of West Bethlehem Township to fill the vacancy of Alyssa Blackburn. Mr. Casidy seconded the motion. All members voting yes, via roll call vote, motion carried.

VI. OPERATIONS REPORT

- a) RC discussed malfunctions
- b) We discussed planning modules and having a list of area engineers who can perform the service.

VII. FOR THE GOOD OF THE COUNCIL

We discussed several operational issues including:

- a. Permanent Hire: Duties, hours, qualifications, the need for a job description and employee handbook with signoff.
- b. By Laws: We discuss the need for some by-law changes and clarifications
- c. Hours of Operation: We discussed having the office open from 8am - 4pm

Washington County Sewage Council

Operating Committee

September 8, 2022

9:00 a.m

Please be advised that the Committee met in executive session from 9am to 10am to discuss personnel matters.

- I. The Regular Meeting of the Operating Committee of the Washington County Sewage Council of September 8, 2022 was called to order at 10 am Chair Crystal Brown.
- II. Crystal Brown, Chair, Jodi Noble, Treasurer, Tyler Linck, RC Cassidy, Stephanie Pettit and Lars Lange were present. Also in attendance Robert Taylor.
- III. — ADMINSTRATIVE
 - a) Ms. Brown made a motion to authorize a vendor table at the Washington County Association of Township Officials Convention and a meal for Robert Taylor All members voting yes, motion carried.
 - b) The committee reviewed the independent contractor agreements and by laws for necessary changes.
 - c) A motion was made by Mrs. Brown to approve the amended bills list to reduce the independent contractor payments for Stanley Glumac and Heath Glumac due to questions regarding applicability of some of the charges to the amount verified. Motion seconded by Mr. Lange. All members voting yes, motion carried.

IV UNFINISHED BUSINESS

NONE

V. NEW BUSINESS

- a) Mr. Cassidy made a motion to move \$10,430 moved into the general fund as it was erroneously deposited into the escrow account. Mr. Linck seconded the motion. All members voting yes, motion carried.

VI. OPERATIONS REPORT

- a) Mr. Cassidy presented his report which included a review of permits and dye tests for August as follows:

	2022	2021	2020
Dye Tests	23	18	28
Applications	16	11	20

VII. FOR THE GOOD OF THE COUNCIL

NEXT REGULAR BOARD MEETING IS OCTOBER 6, 2022 AT 9:30 A.M. AT THE WCSC OFFICE.

MEETING ADJOURNED AT 11:00 AM.

MINUTES RESPECTFULLY SUBMITTED,

JODI L. NOBLE, TREASURER