

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY
Phone: (724)748-4808 Fax: (724)748-5668
369 McClelland Road
Mercer, PA 16137

MEETING MINUTES

October 9, 2013

8:15 AM

Officers:

Chairman:

Paul Minner

Vice

Chairman:

Patrick J. Suhrie

Treasurer:

Jerry Johnson

Secretary:

John Lechner

Rec Sec'y:

Karen Shipton

Board

Members:

Mercer

County:

John Lechner

Coolspring

Twp:

Paul Minner

East Lack

Twp:

Robert Gregory

Findley Twp:

Patrick J. Suhrie

Mercer Boro:

Jerry Johnson

The Authority meets the second Wednesday of each month at 8:15 AM in the County Commissioner's Conference room at the Mercer County Courthouse, Mercer, PA.

THE NEXT MEETING IS SCHEDULED FOR NOVEMBER 13, 2013 AT 8:15 AM

ATTENDANCE

Bob Gregory, Jerry Johnson, Paul Minner, John Lechner, Pat Suhrie, Karen Shipton, Walt Darraugh, Roger Shaffer, Debbie Plant.

***The Meeting Opened with the Pledge to the U.S. Flag at 8:15 AM.**

PUBLIC COMMENT

None.

APPROVAL OF MINUTES FROM THE 8/14/13 MEETING AS PRESENTED

A motion was made by John Lechner and seconded by Pat Suhrie to approve the minutes from the 8/14/13 meeting with the correction of Roger Shaffer was present, not Roger Smith. Motion carried.

TREASURER'S REPORT

Jerry reported that the balance was \$1071.42. There is an invoice outstanding payable to The Herald for the *Finding of No Significant Impact Advertisement* in the amount of \$1190.16. Findley Township will pay the invoice and The Authority can reimburse Findley when funds become available. *A motion was made by Jerry Johnson and seconded by John Lechner to approve the treasurer's report as presented. Motion carried. A motion was made by John Lechner and seconded by Pat Suhrie to approve the invoice to The Herald in the amount of \$1190.16 when the funding becomes available. Motion carried.*

ENGINEER'S REPORT

Hand outs were distributed to the Board prepared by engineer Dan Goncz.

1. A letter to DEP submitting the Official Sewage Facilities Plan on 9/13/13.

2. Project Cost Summary: Total project costs: What we owed in the beginning: \$14,330.26. Paid out to date: \$11,140.10. Unpaid to date: \$3190.16.
3. Project Schedule Summary: A timeline of how things will fall into place and actual dates listed.
4. Balance of RUS Application Engineering Fee (not RUS Project reimbursable) of \$1560.00 (Payable to Gannett Fleming, Inc.).
5. USDA Rural Utilities Service Processing Checklist (Yellow highlighted items are needed prior to bid phase).

OLD BUSINESS

1. Acceptance of a Bank Proposal for \$1,383,000 Local Share. Lisa Chiesa (Clark Hill Thorp Reed), pursuant to our instruction at the last meeting contacted the following (3) local banks: Mercer County State Bank; First National Bank (not interested); Greenville Savings Bank (no response). Roger passed out an email from Mercer County State Bank. Originally on 10/4/13, their quote included a quarter point origination fee but after Roger talked with Lisa and MCSB they removed it. The email stated that the fee was eliminated; the term was 3.5 years at 2.25% interest; no loan fee; collateral is the guaranty from both townships; repayment source would be tap-in fees; bond counsel will hold the closing; no penalty for paying off early; they require the commitment of Rural Development Funding and establishment of operating deposits with the bank. ***A Resolution of the Board was made by John Lechner and seconded by Pat Suhrie to accept the proposal from Mercer County State Bank for the financing of our share of the funds needed for this project. Resolution carried.***
2. Authority Personnel – Dan provided a list from a similar project he worked on as a sample/guide so we could get an idea of what the operating costs would be for administration and plant. Also included are job descriptions.
3. Initial O & M Budget for Sewage Facilities Project.
4. First Year of Authority Operation's Budget.

NEW BUSINESS

1. Legal Counsel Services Agreement Amendment - \$60,000 plus \$3000 out-of-pocket expenses. ***A motion was made by John Lechner and seconded by Pat Suhrie to accept the Legal Counsel Services Agreement presented for Authority Solicitor (Roger Shaffer). Motion carried.***
2. Fidelity or Employee Dishonesty Bond – Required by RUS. They require \$161,000 bond and will cost about \$1500/year and will cover all Board members for any allegation of misconduct. ***A motion was made by Pat Suhrie and seconded by Bob Gregory to permit Dan to obtain bond quotes for the next meeting. Motion carried.***

ADJOURNMENT

A motion was made by John Lechner and seconded by Paul Minner to adjourn the meeting. Motion carried. Meeting adjourned at 8:45 am.

Respectfully Submitted;

Karen B. Shipton
Recording Secretary

