

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

Meeting Minutes  
January 14, 2015  
8:15 AM

**Officers:**  
**Chairman:**  
Paul Minner  
**Vice**  
**Chairman:**  
Patrick J. Suhrie  
**Treasurer:**  
John Lechner  
**Secretary:**  
Bob Gregory  
**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

**ATTENDANCE**

Bob Gregory, John Lechner, Paul Minner, Roger Shaffer, Patrick Suhrie, Dan Goncz, Karen Shipton, Debbie Plant, Debbie Shaulis.

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

**OFFICER RE-ORGANIZATION**

The meeting was turned over to Pat Suhrie for re-organization.

A. A letter was received from Coolspring Township Board of Supervisors confirming their appointment of Paul Minner as their representative on the Neshannock Creek Watershed Joint Municipal Authority Board.

***B. \*A motion was made by John Lechner and seconded by Paul Minner to appoint the following Officers for 2015: Chairman – Paul Minner***

***Vice-Chairman – Patrick Suhrie***

***Treasurer – John Lechner***

***Secretary – Robert Gregory***

***Recording Secretary – Karen Shipton***

***Motion carried.***

**APPROVAL OF MINUTES FROM THE 12/10/14 MEETING AS PRESENTED**

***\*A motion was made by John Lechner and seconded by Pat Suhrie to approve the minutes from the 12/10/14 meeting as presented. Motion carried.***

**BOARD APPOINTMENTS**

***\*A motion was made by Pat Suhrie and seconded by John Lechner to appoint Roger Shaffer as Solicitor for 2015. Motion carried.***

**BOARD ACTIONS**

*\*A motion was made by John Lechner and seconded by Pat Suhrie to retain Mercer County State Bank as the primary funds for the Sewer Project and Citizens Bank for the day to day operating funds for the Sewer Project. Motion carried.*

*\*A motion was made by Pat Suhrie and seconded by John Lechner to approve the following meeting schedule for 2015:*

*Feb 11/Wed  
Mar 11/Wed – Karen Gone.  
Apr 8/Wed  
May 13/Wed  
Jun 10/Wed  
Jul 8/Wed  
Aug 12/Wed  
Sep 9/Wed  
Oct 14/Wed  
Nov 10/Tuesday  
Dec 9/Wed*

*All meetings begin at 8:15 AM and are held in the Commissioner's Meeting Room at the Mercer County Courthouse, Courthouse Square, Mercer, PA 16137. Motion carried.*

#### **RE-OPEN THE MINUTES OF 12/10/14**

*\*A motion was made by John Lechner and seconded by Pat Suhrie to amend the minutes from 12/10/14 to reflect item #4 to state the following: "The meeting resumed at 9:10 AM after a brief Executive Session for the purpose of acquisition of Real Estate and eminent domain litigation". Motion carried.*

#### **RE-OPEN THE 2015 MEETING SCHEDULE**

*\*A motion was made by Pat Suhrie and seconded by John Lechner to change the March 11, 2015 meeting to **Thursday, March 12, 2015** at 8:15 AM. Location remains the same as above. Motion carried.*

#### **PUBLIC COMMENT**

Debbie Shaulis/Findley Township expressed her disapproval of the current sewage project.

#### **TREASURER'S REPORT**

John presented the written report for December 2014. Previous Balance (11/30/14): \$10,465.54. Expenses: \$221.00. Income: \$221.00. Ending Balance (12/31/14): \$10,465.54.

*\*A motion was made by Pat Suhrie and seconded by Bob Gregory to approve the treasurer's report as presented. Motion carried.*

## **ENGINEER'S REPORT**

### **1. Project Status Report**

#### **A. Sewage Facilities Project Status Report**

- a. Reviewed the updated Rights-of-Way Schedule. All Rights of way needed for the project have been secured.
- b. There are (18) Grinder Pump Agreements outstanding. (1) is outside the 150 feet.
- c. PennDOT Permit was issued on 1/6/15.
- d. Water Quality Part II Permit was issued on 12/30/15.
- e. All permits have been received.
- f. Rural Development issued their review comments on contracts 1-6 on 1/8/15. Dan addressed those comments which were minimal.
- g. Dan has a copy of the approved sewer line (contracts 1-4) drawings for East Lackawannock and Findley Townships.
- h. Checklist is attached to the Engineer's Report. Dan reviewed the outstanding items.
- i. Mandatory Connection Ordinance must be approved by East Lackawannock and Findley Townships. Roger Shaffer and Mark Longietti are reviewing the Ordinance. It is desired to have both municipalities have identical Ordinances and once they are approved by both Solicitors they can be approved for advertising by the municipalities in February and adoption in March/2015.
- j. Insurance Requirements – Once the property is deeded over there will need to be property/liability insurance as well as Fidelity/Employee Honesty Bond. We need to begin getting quotes now. Roger would like to see the liability insurance in place when the deed is transferred.

***\*A motion was made by John Lechner and seconded by Pat Suhrie to obtain insurance quotes (property/liability). Motion carried.***

- k. Resolution adopting the Mitigating Measures outlined in the 9/11/13 letter of Conditions presented by USDA Rural Development is required. Dan reviewed the Resolution.

***\*A motion was made by John Lechner and seconded by Pat Suhrie to adopt the Mitigating Measures Resolution as presented. Motion carried.***

***\*A motion was made by John Lechner and seconded by Bob Gregory to authorize the Authority to bill customers for sewage service on a monthly flat rate basis and authorize the Chairman to sign the letter to USDA Rural Development acknowledging same. Motion carried.***

***\*A motion was made by John Lechner and seconded by Pat Suhrie to authorize the Authority to accept the design documents prepared by Gannett Fleming, Inc. dated March 2014 as revised for permitting and USDA Rural Development approval. Motion carried.***

### **2. Project Funding**

A. Requisition No. 14 in the Amount of \$123,257.98 for Design Phase activities on the Sewage Facilities Project.

B. Roger Shaffer reported that we received the (3) agreements from Plantation Park and we need to pay them the agreed amount.

***\*A motion was made by Pat Suhrie and seconded by Bob Gregory to approve payment of Requisition No. 14 in the amount of \$123,257.98. Motion carried.***

3. Roger Shaffer reported that Mr. Madden, the County Solicitor provided a legal description for the (2) parcels that we approved and now we are waiting for the draft deed from Mr. Madden that not only conveys the (2) parcels but the various rights of way.

### **OLD BUSINESS**

Debbie Plant brought information on creating a website. There was discussion on what information could be put on a website.

***\*A motion was made by John Lechner and seconded by Pat Suhrie to proceed forward with obtaining a website. Motion carried.***

### **NEW BUSINESS**

None.

### **ADJOURNMENT**

A motion was made by John Lechner and seconded by Pat Suhrie to adjourn the meeting. Motion carried. Meeting adjourned at 9:05 AM.

***\*The next meeting is scheduled for 02/11/15 at 8:15 AM\****

Respectfully Submitted;

Karen B. Shipton  
Recording Secretary