

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

1/10/17

8:15 AM

ATTENDANCE

Jerry Johnson, John Lechner, Paul Minner, Dave Swartz, Pat Suhrie, Bob Gregory, Dan Goncz, Karen Shipton.

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

BOARD RE-ORGANIZATION

***The meeting was turned over to Karen Shipton for the Appointment of Officers.**

Re: Findley Township Board Appointment – A letter was received from Findley Township stating that Patrick Suhrie was appointed to be their representative on the NCWJMA Board.

Appointment of Officers: Current Board:

Chairman – Paul Minner
Vice Chairman – Patrick Suhrie
Secretary – Robert Gregory
Treasurer – John Lechner

***The meeting was turned back over to Paul Minner to continue the meeting.**

****A motion was made by John Lechner and seconded by Pat Suhrie to keep the Officers of NCWJMA the same as 2016 (listed above). Motion carried unanimously.***

Appointment of Administrator: Currently:

Karen Shipton

****A motion was made by John Lechner and seconded by Patrick Suhrie to appoint Karen Shipton as Administrator of the NCWJMA. Motion carried unanimously.***

Set Monthly Meeting Dates/Time for 2017:

Feb 14	Mar 14	Apr 11	May 9	Jun 13	Jul 11
Aug 8	Sep 12	Oct 10	Nov 14	Dec 12	

****A motion was made by John Lechner and seconded by Dave Swartz to hold the monthly NCWJMA meetings in 2017 on the above dates at 8:15AM in the Commissioners Board Room at the Mercer County Courthouse. Motion carried unanimously.***

Appointment of Depository – Currently:

Citizen’s Bank

**A motion was made by John Lechner and seconded by Pat Suhrie to appoint First National Bank as our depository. Motion carried unanimously.*

Appointment of Engineering Firm – Currently:

Gannett Fleming, Inc.

**A motion was made by Dave Swartz and seconded by Pat Suhrie to retain Gannett Fleming, Inc. as the engineering firm for NCWJMA. Motion carried unanimously.*

Appointment of Solicitor: Currently:

Roger Shaffer (Barr & Shaffer)

**A motion was made by Pat Suhrie and seconded by Dave Swartz to appoint Roger Shaffer of Barr & Shaffer as the Solicitor for NCWJMA. Motion carried unanimously.*

Appointment of Newspaper for Advertising: Currently:

The Record-Argus

**A motion was made by Jerry Johnson and seconded by Pat Suhrie to appoint the Record-Argus in Greenville, PA as newspaper to use for advertising for NCWJMA. Motion carried unanimously.*

Appointment of Auditing Firm: Currently:

Black, Bashor & Porsch, LLP

**A motion was made by Dave Swartz and seconded by Pat Suhrie to appoint Black, Bashor & Porsch, LLP as auditing firm for NCWJMA. Motion carried unanimously.*

End of Re-Organization

APPROVAL OF MINUTES FROM THE 12/14/16 MEETING AS PRESENTED

**A motion was made by Dave Swartz and seconded by Pat Suhrie to approve the minutes from the 12/14/16 meeting as presented. Motion carried unanimously.*

PUBLIC COMMENT

None.

TREASURER'S REPORT

Beginning Balance (Citizens): \$79,044.68. Ending Bal. (12/31/16): \$71,028.48.

**A motion was made by Jerry Johnson and seconded by Dave Swartz to approve the treasurer's report as presented. Motion carried unanimously.*

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY
INVOICES SUBMITTED FOR PAYMENT
01/10/17

<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>
Ben Miller	Tarp	3400.00
Plantation Park	Reimbursement for Electric	168.66
Gannett Fleming	Professional Services/Engineering	230.00
Vallely WebDesign	Professional Services/Computer	480.00
Findley Township	Computer/Office Supplies	130.29
Findley Township	Reimb. Administrative Costs	4914.00
Karen Shipton	Mercer HW/Postage/Computer	783.32
Lang Concrete Products Inc.	Pump Tank/Thompson Rd.	150.00
M. Davidson & Assoc., Inc.	Contract Operations	5274.00
LB Water	Maint. Supplies	661.61
Penn Power	835A Perry Hwy.	107.02
Penn Power	57 Thompson Rd.	98.89
Tri-County Industries	Refuse Service/57 Thompson Rd.	30.00
Tri-County Industries	Refuse Service/845 Perry Hwy.	55.00
John Lechner	Postage/Envelopes	63.34
Mercer Hardware	Maint. Supplies	322.23
Total Invoices:		\$16,868.36

**A motion was made by John Lechner and seconded by Pat Suhrie to approve the treasurer's report and pay the bills submitted. Motion carried unanimously.*

ENGINEER'S REPORT

A. Sewage Facilities Report

Pressure sewer easement requests were mailed 8/11/16 to Samuel Winger and Clair and Patricia Winger. A letter was received from Samuel Winger stating the amounts they are requesting. This letter will be sent on to Roger Shaffer for advisement.

Countryside Nursing Home Pump Station – A power surge took out the intrinsic barrier, PLC and one of the grinder pumps. Total cost for replacement of these items is \$2284.00. \$487.00 was for the intrinsic barrier. Dan is recommending payment of \$2284.00 to Tepco. He is also recommending a letter and bill in the amount of \$1797.00 be sent to Countryside for reimbursement.

**A motion was made by John Lechner and seconded by Dave Swartz to pay the invoice of \$2284.00 to Tepco and send a letter and invoice in the amount of \$1797.00 to Countryside. Motion carried unanimously.*

Thompson Road Pump Station – The debris is still causing a problem and needs addressed. **A motion was made by Pat Suhrie and seconded by Dave Swartz to charge \$5.50/EDU for excessive debris. Motion carried unanimously.* Dan will run this by Roger for advisement.

Interchange Pump Station – The source of grease was determined to be the Margarita King attached to Comfort Inn. The baffle in the grease trap was badly damaged and needs repaired. The property owner has been notified. There is a rodent problem at this site being addressed also.

Plantation Park Pump Station – Still a large amount of flow despite little activity at the park. The excess flow is ground water. The park has been informed of this.

2016 Municipal Wasteload Management Report – This report is now being processed and is due to PA DEP by 10/31/17.

OPERATOR'S REPORT

The NPDES permit for the treatment plant expires on May 31, 2019. The permit renewal application needs submitted by November 30, 2018. This is a (5) year permit.

Dan reviewed some of the highlights of the report which is on file with the Secretary.

OLD BUSINESS

McDonalds – Karen reported that after days of searching for a contact, she was able to send their attorney a letter outlining what needs done and the monies owed. Karen will report back next month on progress.

NEW BUSINESS

Tarp Storage –

**A motion was made by John Lechner and seconded by Pat Suhrie to accept the proposal from Ben's Tarps to do yearly maintenance and store the tarps we purchased at a yearly cost of \$400.00/yr. Motion carried unanimously.*

ADJOURNMENT

A motion was made by Pat Suhrie and seconded by John Lechner to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:21AM.

The next meeting is scheduled for 02/14/17 at 8:15 AM

Meetings Are Now Held the 2nd Tuesday of each Month

Respectfully Submitted;

Karen B. Shipton
Administrator